

RIVER RIDGE 3 HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes

Date – January 15, 2024 @ 6:00 p.m.

Location – 304 River Ridge Drive, Georgetown, TX

In attendance – Keith Brainard, Joe Pondrom, Wade Todd, Jim Wilson, Don Anderson, Sterling Woodard, Stephen Pahl.

Call to Order/Invocation – 6:05 p.m.

Approval of last HOA Board meeting minutes

- Approval of November 30, 2024 meeting minutes – Wade Todd made the motion to approve the minutes and Don Anderson seconded the motion.
 - No discussion. Motion passed.

Public comments

- No public attendees.

Annual meeting date and details

- Annual meeting date TBD.
- Keith Brainard will draft a letter to residents. Letter will include the following topics:
 - Increase in annual HOA dues;
 - An introduction to HOALife and what to expect;
 - HOA board vacancies.

Treasurer's report – Don Anderson

- Don Anderson provided an update on HOA financials.
- Closed 2023 with deficit of -\$1601.79
- Collection of annual fees update:
 - 165 properties paid
 - 4 properties delinquent
 - 2 unpaid
 - 1 partial payment
 - 1 property with Lien
- Don Anderson to schedule annual review with association accountant - TBD

Discussion and approval of 2024 budget and dues – Wade Todd

- Wade Todd provided update on proposed 2024 budget.
 - Revenue - \$38,175; Expenditures - \$37,500
 - An increase in annual dues from \$175 to \$225 is necessary to cover increasing costs.
 - Joe Pondrom made the motion to approve the 2024 budget, to include an increase in annual dues. Jim Wilson seconded the motion.
 - No discussion. Motion passed.
- Don Anderson to research and provide history of HOA dues to President.

Update on board composition and officers – Keith Brainard

- Sterling Woodard assuming patrol duties.
- Wade Todd serving as Treasurer.
- Don Anderson serving as Assistant Treasurer
- Stephen Pahl serving as Vice President.
- Vacancies
 - Secretary
 - At-large member

Covenants and enforcement update – Wade Todd

- Neighborhood patrols resumed on January 5, 2024 after a short holiday break.
- HOALife will be used in the future to manage and document violations.
- The Board discussed a disputed parking violation for overnight street parking.

Update on HOA management software – Sterling Woodard/Wade Todd

- Sterling Woodard and Wade Todd provided a demo of HOALife software.
 - HOALife will be replacing ManageCasa. HOALife provides greater functionality, customer support, ease of use, and better meets the HOA's management and oversight needs.
 - HOALife functionality:
 - communication
 - inspections and violation enforcement
 - architectural requests
 - maintenance reporting
 - property owner portal access
 - accounting, to include billing and integration with QuickBooks.
- Sterling Woodard to update the Board as the use of HOALife matures.

Codification of rules for HOA fines

- House Bill 614, 88th Texas Legislature Regular Session, took effect January 1, 2024 and requires HOAs to adopt an enforcement policy regarding the levying of fines. The bill requires the policy to include:
 - general categories of restrictive covenants for which the association is authorized to assess fines;
 - a schedule of fines for each category of violation; and
 - information regarding hearings.
- Wade Todd will consult with association counsel to verify that current enforcement policy meets requirements of HB 614.

Update on landscaping services – Jim Wilson

- Mulch was added to medians. Spot treated medians for ants.
- Trees in medians are in need of trimming. Jim will obtain bids.
- Medians generally look better after irrigation and mulching efforts.

Landscaping and housing maintenance – Sterling Woodard

- Activities will resume in Spring 2024.

Neighborhood sign – Keith Brainard

- Keith Brainard suggested the “No Soliciting” sign be removed and replaced with a more permanent and attractive sign.
- Joe Pondrom recommended that the prohibition of soliciting needs to be verified in the covenants before a new sign is installed.
- Current sign will be removed.

Lighting of medians – Keith Brainard

- The Board discussed a resident inquiry to installing landscape lights in the medians. The Board determined that installing landscape lights in the medians is cost prohibitive.

Good of the Association

- Sterling Woodard announced that the City of Georgetown will hold the Q1 Roundtable Meeting at 8:00 a.m. on February 8, 2024 at the Georgetown Public Library.
- Jim Wilson provided an update on neighborhood document shredding event.

Adjourn

- Keith Brainard made the motion to adjourn the meeting. Jim Wilson seconded the motion
- Meeting adjourned 7:28 p.m.

These minutes have been submitted by Stephen Pahl, Secretary RR3 HOA, on January 17, 2024.