

Prairie Ridge Condominium Association

Board of Directors Meeting

January 22, 2024

Pleasant Hill Library

Regular Session/CTO 6:00 P.M.

Present: Mike Rough, Jackie Tappella, Cassie Birk present by phone (for voting on foreclosure proceedings), Janelle Barbee (Community Manager)

Absent: Sandy Johnson, Amy Corrison

I. Homeowner Forum

II. New Business

- Dryer Vent (outdoor) Cleaning

- RFPs sent
- Routine maintenance schedule should be every 2-3 years (last done in 2021 – now due in 2024)
- Tentative plan for scheduled service in April upon board review & approval of bid

- Landscaping bids:

- Board requests opportunity to review & revise the RFP to best meet the needs of the community
- Need as much of an “apples-to-apples” comparison between contract inclusions as possible (*e.g., those that include irrigation services vs. those that require PRHA to arrange its own service with another vendor*)
- Details & cost of Skip’s basic services contract requested from Janelle/Associa for comparison

- ARC for window replacement

➤ Approved for 1886 13th St. W

- Guard/Gutter Warranty Issues – Fox Flowrite – Board Update

III. Treasurer's Report

A. Collections Update

- a. Board approved foreclosure proceedings for homeowner account in default (3 votes in favor – Cassie by phone, Mike, & Jackie)

IV. Management Report

A. **Violations:** Issue raised regarding a unit with equipment/lawn implements stored in the driveway & on the street. Associa to follow-up for notice to homeowner.

B. **Work Orders** – None to Report

V. Set Date for Next Meeting(s): Meeting date TBD for board to review RFP & bids for landscape vendors

VI. Adjournment