Pine Ridge Homeowners Association Board Meeting Minutes

- Date: 9/20/2026
- Time: 7:00pm
- 3027 Bogues View Drive Howell, MI 48843

Attended: President - Eric Riddering, Vice President - Lisa LaFrance, Secretary - Katie Patterson, Treasurer - Brinton Butler, Trustee - Dan Hass, Trustee - David Wood

Katie handed out the agenda for this meeting, which included items suggested by the board members. Brinton passed out the financial report.

- Brinton reviewed the financial report.
- We have no increase in the negative balance. Our current debt will go down when dues are paid in October.
- If we turn on the water for next year, we will need to include that expense in the budget.
- Proposal 1 - The fiscal year of Pine Ridge Site Condominium Association be acknowledged to be the calendar year. - Brinton moved to approve the proposal, Eric seconded, and all others approved.
- Proposal 2 - Beginning in 2027, the dues collection window shall be from January 1st through February 15th in the first year and then January 1st through January 15th each following year for Association Members who wish to pay for six months or twelve months, with a subsequent collection window of July 1st through July 15th for those who pay six months in January. As specified in the bylaws, fines for late payment may commence ten days following the close of each collection window. - Brinton moved to approve the proposal, Eric seconded, and all others approved.

- Current dues are $600/year.
- Proposal 3 -
    - Homeowner assessments for 2027 be set at an annual amount of $800.
    - Homeowners may opt to pay this amount in two equal installments.
    - Furthermore, the Board of Directors instructs the Treasurer to set aside $100 from this assessment into a new capital account to be used for large projects greater than $5,000 involving constructing, maintaining, or improving common elements of the subdivision.
- The board determined that Proposal 3 will be tabled until the end of the year, after the board has approved a budget.
- Trustee Frank resigned from his position on the board. This trustee position will remain vacant at this time.
- Snow removal contract
    - We currently have quotes from three companies, but the quotes are all for unequal services.
    - Eric appointed Lisa, with the help of Brinton and Eric, to form the snow committee. This team will obtain quotes for equal services from these three companies and possibly a fourth company.
        - Quotes
            - Salt the whole neighborhood
            - Salt target areas
            - With sidewalks
- Emails - If Eric is busy, he will communicate with Lisa, and she will respond to emails sent to the board.
- Newsletters - Eric will create a newsletter with reminders to the community regarding garbage cans, parking, no hunting on homeowner or association property, and Halloween.
- Eric motioned to adjourn the meeting, Lisa seconded, and all others agreed.

Respectfully,

Katie Patterson, Pine Ridge HOA Secretary