

Park Ridge Property Owner's Association

Board Meeting

May 21, 2026 6:30 PM

The meeting was called to order at 6:26 PM by Susan Moore, President

Members present: Susan Moore, Megan Turner (representing Billy Turner), David Grant, Jason Brown, Julia Cottrell, Stephanie Smith and Katie Donovan

Members not present: Steve Jones

Minutes from the Annual Park Ridge POA Member's Meeting held on April 28, 2026 were read by Stephanie Smith, Secretary. Minutes were approved as read.

The Treasure's Report was read by Susan Moore, Interim Treasurer.

\$678.58 was spent on the Annual POA Member's Meeting including \$511.66 for door prizes and \$166.92 for refreshments

As of April 30, 2026 the bank balance is \$23,825.61

CD maturity balance \$60,351.28. The CD was renewed for 6 months at 3.650% APR

Total balance of \$84,176.89

Susan Moore, interim treasurer, mailed certified intent to lien letters on May 1, 2026, at the cost of \$41. 92. There are three properties with outstanding annual dues. Due to cost incurred by placing and removing liens, the Board discussed the possibility of increasing penalties or including administrative fees for delinquent dues when the covenants are updated.

Old Business

- The Park Ridge POA website is now hosted by CyberSpyder. The web address has remained the same: www.parkridgeatleecreek.org
- The use of personal drones is discouraged in our neighborhood to protect the privacy of property owners.
- Due to repeated covenant violations. A reminder for property owners to review the covenants will be included in the upcoming newsletter. A copy of the Park Ridge Protective Covenants can be found on our website. Jason Brown will design our upcoming newsletter.

New Business

- New Board Members are Julia Cottrell, Jason Brown, and Billy Turner. Continuing Board Members are Katie Donovan, David Grant, Steve Jones, Susan Moore, and Stephanie Smith. The board of directors nominated and approved the following officers for 2026:

President- Billy Turner

Vice- President – Steve Jones

Secretary – Stephanie Smith

Treasurer – Susan Moore

Architectural Control Committee: David Grant, Gary Whittington, and Jason Brown

Code Enforcement: unannounced

Hospitality Committee: Kathy Jones, Katie Donovan, and Julia Cottrell- additional members were recommended and will be invited to serve on the committee

- Concerns were raised regarding the condition of a property under foreclosure or bankruptcy. An intent to lien letter has been sent to PennyMac Financial Services, the current property owner, due to delinquent annual dues. Julia Cottrell will provide the board with additional information regarding city code enforcement to keep the property safe and clear of debris.
- Following discussion at the Annual Member's Meeting, speeding and hazardous driving has continued to be a concern in our neighborhood. The Van Buren Police Department has been contacted with a request to increase patrols to deter speeding and other traffic violations. The board discussed options for radar speed limit signs and recommends placing 2 signs so they can be seen both entering and exiting the neighborhood. Additional information will be collected regarding the cost of purchasing and installing signs and if assistance is available from the city. Julia Cottrell will follow up with VBPD and contact the appropriate city offices for approval and placement of signage.
- As suggested in the Annual Member Meeting, Susan Moore gathered information on the rental of a large roll off dumpster for a POA hosted neighborhood clean-up. Katie Donovan posted a poll on the POA Facebook page to gauge interest in the project. The proposed event would provide a dumpster in the neighborhood for a designated time. Guidelines will be provided for prohibited items such as large furniture, paint, chemicals, electronics, and any other item listed by the rental company. The event would be supervised by board members and available only to property owners. Additional details will be provided pending poll results.

- During a recent lawn care incident at the entrance, a mower operated by Ground Effects slid into a light pole resulting in damage. David Grant witnessed the incident and was able to stabilize the pole. The replacement cost of the damaged top portion of the lamp is \$468.00 from American Gas Lamp. David Grant will be paid \$60.00 for labor to replace the damaged lamp. A check for the cost of replacement and labor has been received from Ground Effects.
- After assessing and repairing lights at the entrance, David Grant reported that globes are breaking and need to be replaced. Examples of the deterioration were provided. David has ordered options for replacement and will share them with the board. The board approved purchasing 24 globes to replace all current globes and allow for 8 extras to be available for replacement as needed.
- All POA Members are reminded that any report of covenant violation is not shared outside the Code Enforcement Team. All reporting remains confidential. Code enforcement benefits all property owners by maintaining the value and beauty of our neighborhood.
- Additional ideas discussed to build community with our neighbors include hosting a neighborhood cookie exchange and/or hosting a drive for school supplies to share with a school, possibly Rena Elementary.

The meeting was adjourned at 7:48 PM.