

**The Refuge
Board Meeting Minutes
20 September 2022**

Called to order 7:04 PM
Adjourned 8:10 PM

Attendees:

Sam Mikitarian	Marcia Lytton
Ray Newman	Mike Randolph
Missy Cordero	

Action Items:

- A. Ray will coordinate with Mark to ensure he is aware of the change in Lake Doctor invoicing
- B. Missy to follow up with Pleasant Places for the fence repair on Preservation Lane
- C. Missy to follow up on Preservation Lane maintenance bid
- D. Missy will have the entrance sign updated to welcome the new neighbors
- E. Marcia to draft letter re Tran dog violations

Discussion Items:

1. Previous Meeting Minutes
 - a. Minutes from the August meeting were reviewed prior to the meeting and approved.
2. Board Member Replacement
 - a. Board agreed the redistribution of duties was acceptable. A replacement member will not be pursued.
3. Budget Update – Ray Newman
 - a. Sam will contact the resident with delinquent dues to establish a payment plan that will include interest
 - b. Pleasant Places – Ray confirmed the monthly cost has increased according to contract terms. The latest invoice included back charges to bring the account up to current
 - c. Numberkeepers – Ray received an additional quote and is comparing the costs
 - d. Ray reported the water bill was higher but still in line with the budget
 - e. Ray commented on Lake Doctors' new billing software which has changed the way the monthly and quarterly costs are charged. He is reviewing to confirm the costs remain the same, which they appear to at this time. He will coordinate with Mark to ensure he is aware of the change in invoicing.
 - f. Ray will transfer funds to the General Account to cover the Preservation Lane repair costs
4. Landscape Contract – Missy Cordero
 - a. Acquiring the Preservation Lane maintenance bid is ongoing
 - b. Missy will follow up on the fence replacement
5. ARB – Missy
 - a. The initial request for a greenhouse in the backyard of 8529 RPC was denied. Other options are currently being evaluated by the homeowner.
 - b. The request for solar panels on 8637 RPC was discussed. Samples of the roofing and solar panels were provided. The Board agreed to move forward pending submission of additional pictures of a

similar one that is already installed. To mitigate any potential complications from the install, Woody Fields offered a non-refundable \$2500 deposit or agreement to uninstall within 30 days. The Board will decline the deposit offer and accept the agreement to uninstall if needed.

- Sam summarized proposed Solar Panel policy changes for the Covenants which will make them more comprehensive. The Board agreed to the updates.
 - c. Issues with the Tran, 8613 RPC, dogs barking and being outside unattended allowing them to leave the property were discussed. The Board agreed a violation letter outlining the issues and requesting immediate correction should be sent and a fine imposed. Marcia will draft the letter.
6. Preservation Lane Maintenance – Sam Mikitarian
- a. A petition has been submitted to the Board to turn the maintenance responsibilities over to the homeowners. The petition contained signatures from 70% of the neighborhood which is above the 67% percent requirement.
 - b. Sam updated the Board on meetings held with Preservation Lane owners.
 - c. The homeowners are drafting their coordination plans and will bring to the Board for input. They also agreed to a Maintenance Chair represent the owners at Board meetings.
7. Fall Cleanup Day
- a. Sam recommended that this project be proposed to Andrew Hoftiezer to see if he would like to coordinate the effort as his Eagle Scout project. The Board agreed.
 - b. It was decided to try for November 5 .
 - c. Tasks
 - Dock Door
 - New Dock Ladder – adjust length for low tide grounding out
 - Remove neighbor’s ladder from mud beside dock
 - Playground Rope Ladder – convert to stairs
 - Playground main stairs – tread replacement
 - Clean gas lamps at the entrance and repair one that is not working
 - Other areas TBD
8. Garage Sale request – Missy Cordero
- a. Cynthia Jones, 8529 RPC, agreed to wait until the next neighborhood sale. It was mentioned that this might be a spring event.
9. Maintenance Tasks
- a. Pond pump – Ray is waiting for a new quote on a smaller pump
 - b. Pavilion deck repair & paint – This is be proposed as an Eagle Scout project for Joe Domingo
10. New Neighbors – Missy will have the entrance sign updated to welcome the new neighbors
11. Collaborative Software research update – on hold pending other tasks
12. Confirm next board meeting date/time/place
- a. 18 Oct 2022, 7:00pm
 - b. 8649 Refuge Point Circle

I. Adjournment