

Point Richmond Ridge HOA Annual Meeting

November 14, 2015 10:10 a.m.

The annual meeting was held at the Harbor History Museum in Gig Harbor.

Roll Call/Proof of Meeting: The meeting was called to order by Jim Garrigan at 10:10 and Liz Frisino announced that notification of the annual meeting was mailed to all members. 20 owners were present plus 11 proxies. (19 are required for a quorum). There were sufficient members and proxies for a quorum.

It was agreed to dispense with the reading of last year's meeting minutes and therefore the minutes of last year's meeting were not read and accepted. The minutes are on the PRR Web site. Hard copies are available upon request to anyone who does not have internet access.

President's Report, Jim Garrigan:

Jim welcomed everyone to the meeting and introduced the board of directors.

Jim stated that we have had a very active year fielding phone calls which are a good thing. We also spent a lot of time pursuing the collection of several long standing delinquent dues and fines. During 2015 the board has recovered over \$6,300 late dues and fees. We have one outstanding balance (Lot 59) that will be paid by the end of 2016.

Working on the collections has been very time-consuming but the word is out that an owner is not going to get away with not paying. In addition, watering, weeds and landscaping were another focus point of the board as well as the replacement of the bookkeeping function of the treasurer with an outside source. In that regard the

roles of the Treasurer and bookkeeper were considered by the board.

Jim concluded his report by introducing John Stava, Vice President who replaced Dennis Purcy who had to resign due to health reasons during the year. John introduced himself to the board and presented a brief bio of himself.

Treasurer's Report: Bob Malady

The 2015 budget and year to date performance to the budget were reviewed.

A limited number of updated 2015 budget sheets are available.

January and July dues were paid on all 83 lots this year. In addition, nine late dues (\$1,260) were paid this year. \$5,046.73 in late fees and legal fees were collected.

Revenue exceeded forecast by \$6,157.66 due primarily to recovery of late payments.

We had an under-run in our insurance because we deleted coverage for a Property Manager.

Legal expense over-ran by \$1,206; however, \$799.25 of that amount has been recovered from delinquent owners.

Our water usage at Tract B over-ran by \$877.96 due to problems with the contractor that manages the irrigation.

The property taxes were paid: \$420. \$180 u/r.

The charges against the Non-allocated Events Reserve were \$362.25 to clear a previously executed collection contract with Puget Sound Collections, \$188.83 for Lot #12 storm drain pipe safety work and \$187.07 for a new printer.

We have \$1,548.54 in the checking account and a total of \$58,259.62 in savings.

All current bills have been paid; however, there will be additional charges this year against the 2015 budget.

The total A/R has been reduced considerably, primarily due to recovery from two owners with long standing arrearages. One previous owner is continuing to pay off arrearages on a monthly basis.

Two property liens have been released this year.

We are not anticipating any major expenses for next year other than hiring some bookkeeper assistance.

We have assumed that since all owners are current they will remain current. The LF projection sees recovery of normal late fees and the continuing payments from one previous owner.

The only contingency is the \$3,000 in the non-allocated reserve.

The projected A/R reflects continuing payments from a previous owner and the write-off of \$8,058.54 the BOD has deemed too expensive to pursue since there is little likelihood of recovery.

2016 Budget Approved by the BOD was presented and ratified by the HOA owners present at the meeting.

ACC Report: AJ Montgomery

Approximately 40 violation notices were sent out this calendar year, mostly for weeds in landscape/lawns/graveled areas in addition to:

1 for parking in yard.

1 for landscape construction exceeding 180 days.

2 for storage of boat in driveway.

1 for play equipment being left in front yard.

1 for obstruction of signage.

1 for lawn in unsightly condition.

ACC oversaw the repairs to storm drain vent plumbing that was presenting a danger on/near lot 12.

ACC plans to begin active enforcement of 7.10.8

1. Landscape materials shall be installed and maintained so as to prevent growth/spillage off the owners' property and in such a way so as to prevent obscuring the visibility of roadway signs and sightlines required for safe operation of vehicles upon neighborhood streets/driveways.
2. Trees and plants overhanging the road must be trimmed/maintained to provide 12 feet of vertical clearance above the road as measured at the curb.

ACC plans to actively enforce 7.10.5 regarding the maintenance/watering of lawns in front/visible landscapes. .

1. Allowing of lawns to die out will not be acceptable.
2. Homeowner should plan accordingly, preparing lawns with natural fertilizer in the spring and be prepared to water as required to maintain a green and healthy lawn

ACC plans to actively enforce 7.10.11 and 7.10.12 regarding the maintenance of structures for mold/mildew presence and quality of paint/stain maintenance.

ACC will also be sending notices to homeowners regarding the storage of waste/recycling containers in accordance with 7.10.3 and 7.10.4

AJ stated that the ACC needs volunteers.

Election of Officers:

Bob Malady and Liz Frisino terms will end at the end of this year. Jim Garrigan, AJ Montgomery and John Stava will stay on the board as their term has not expired yet. Zach Thuli and Jim Waterson were nominated. Each provided a brief biography of themselves. Both are very qualified to serve on the board. AJ pointed out that the election to the board is not to a specific position on the board. It is to the board only. The new board will meet to determine the specific position of each board member at a later date; the term of office is 3 years.

Since there were no other members volunteering to fill the vacating positions and serve on the board, Hal Herzberger made a motion to vote their approval by acclamation, it was seconded by AJ Montgomery. Zach and Jim were elected by acclamation to the board.

Old Business:

The minutes of the 2014 annual meeting have been corrected and posted to PRR Website.

Playground equipment that was discussed during the 2014 meeting was inspected by Cascade Recreation Inc by Brett Oliver on November 24, 2014 and was deemed in good working order. Question of frequency of inspection needs to be looked into.

Frequency of Backflow sprinkler system inspection in playground was discussed and the board will look into it.

During the 2014 annual meeting Colleen Hux suggested that in order to create a friendlier neighborhood that the HOA enlist a 'Neighborhood Welcoming Committee'. This would include representatives from the neighborhood agreeing to represent their specified area and when a new resident moves in, they will be welcomed with a personal greeting and given a booklet of information about the neighborhood, activities, and important information. The motion was passed and many attendees at the meeting were willing and excited about welcoming new neighbors however the Welcoming Committee is not working and needs to be re looked at.

The role of the Garden Club vs Thornhill's responsibility in maintaining the vegetation and grounds in the playground was discussed. Thornhill has responsibility to maintain the area including fertilizer, weed control etc. It will not dead head rhododendrons. AJ asked Marilyn Thwaites to send him an updated list of Garden Club members and meeting dates to post to the website. AJ asked the Garden Club to work with him in order to make sure that its areas of concern with the upkeep of the playground or other common areas are being a taken care of by Thornhill.

During the 2014 annual meeting it was suggested that the new President make a note about dogs in the next newsletter – specifically a reminder that dogs should not be allowed to 'roam free' in the neighborhood and that significant dog waste is being found consistently in neighbors' lawns. .AJ Montgomery reported that the bylaws has been updated to address the concern brought up at the 2014 meeting about dogs roaming free and their waste in the neighborhood.

New Business:

The board is looking into ways to enforce the upkeep of properties. Generally the neighborhood looks very good. In respect to water people are encouraged to look into landscaping alternatives to use less water like the Seltzers and Lees have done. The goal is maintaining a beautiful neighborhood. Please Contact AJ with any ideas or concerns that you may have in order to work together to resolve them. The board encourages communication on this topic. It is important for every owner to be considerate of their neighbor because of the impact that the surrounding landscaping has on the value of their property when it may have to be sold.

The poor appearance of the 134th and 137th street entrances and Tract D was discussed and it was agreed that the Board will look into what we can do to improve them.

Every homeowner is welcome to attend any board meeting.

Movement of Bookkeeping function to an outside source is being looked into, with the departure of Bob Malady who could do the bookkeeping. We have a proposal from HOA community solutions in Gig Harbor to do the bookkeeping for a cost of between \$3 to \$5 dollars per month per lot or between \$3000 to \$5000 per year. The treasurer's office remains but the scope of work will change to be more of an oversight of the bookkeeper. The Treasurer will still report to the board and HOA. The board has tried for many months to find a homeowner to replace Bob who could do both the treasurer and bookkeeping function without success. This is all just in the discussion point at this time. Proposal available for all to review. Jim mentioned that there may be a small increase in the dues to cover this because he did not think that the service should come out of our current operating budget.

Bob Malady pointed out that the service is in our FY '16 budget at \$4000 and even with an additional 3 to 5 thousand dollars expense per year he does not see a reason to raise the dues because we would still have sufficient funds to add to our reserves.

AJ pointed out that keeping our bookkeeping in house is not free because computers, printers and software need to be regularly replaced or updated to stay current with technology.

AJ wants to have a concerted effort to fix all the tracts with a low maintenance permanent solution.

Dead, problem trees or concerns about trees in all the common area tracts are the responsibility of the HOA to take care of and it was mentioned by AJ and Jim that perhaps it is time to have an arborist come out and look at all the trees in the common area tracts to make sure they do not pose a danger to neighboring properties.

The next board meeting is scheduled to meet at 7 pm on November 22 at the home of AJ Montgomery. New and old board members should attend.

Meeting is was adjourned at 11:51 am.

Respectfully submitted,

Elizabeth Frisino

Secretary

