

November 17, 2018

Point Richmond Ridge Homeowners' Association Annual Meeting of HOA Members

Location: Gig Harbor Library
Scheduled Time: 1200-1400 PST
Call to Order: Quorum Identified by R. Lee at 12:00
Roll Call: 44 total (present and proxy)
Present: 20
Proxy: 24

Introductions:

- A. Board Members
 - 1. All Board members introduced themselves.
 - 2. R Lee recognized AJ Montgomery as PRR HOA IT person.
 - 3. R Lee recognized the ACC board members.
- B. New PRR Members
 - 1. R Lee acknowledged the new members in the PRR community.

Reading/Review of Previous 2017 Annual HOA Meeting Minutes

- A. Minutes read by Secretary, M Moran
 - 1. AJ Montgomery (Lot 24) pointed out that the minutes from last year don't properly address the specific term positions the newly appointed board members would serve in and need to be amended. Montgomery explained that the top 2 vote getters (M Moran and B Malady) were supposed to serve in the two 3-year positions and the 3rd vote getter (R Lee) was to serve in the one 2-year position
 - 2. R. Lee explained specific term assignment wasn't actually identified or stated in the minutes prepared by J. Stava and published by the previous Board. The new Board members determined that any verbal/unrecorded discussion associated with this issue could be changed in the new BOD's organizational meeting. It was decided in the new BOD Organization Meeting subsequent to the 2017 annual meeting that R. Lee and M. Moran would serve 3-year terms and B. Malady would serve 2 years.
 - 3. R. Lee motioned to approve minutes.
 - 4. P. Fernandez (Lot 42) seconded motion.
 - 5. Minutes passed.

Officers' Reports

- A. President
 - R. Lee explained this year we were more open as far as BOD meetings. We have accomplished a lot this year. We renewed our insurance and continued our relationship with HOACS.
- B. Vice President
 - R. Cory supported the President and is now working on IT items.
- C. Secretary
 - M Moran has been monitoring PRRHOA Facebook page and working on perfecting the meeting minutes.
- D. Treasurer
 - 1. B Malady explained a limited number of updated 2018 budget sheets are available with revenue and expenses through 10/31/18

2. 83 owners paid their January dues. In addition, 2 owners prepaid their July dues. As of the end of October 80 owners have paid their July dues. One owner has prepaid its January 2019 dues. \$215 in late fees have been paid.
3. We presently have \$4,227.88 in our checking account (operating funds) plus \$21,274.71 in a CD and \$6,942.08 in our reserve account. By the end of this year we will designate the CD amount to the reserves. With this transfer, the reserves represent approximately \$340/homeowner. (\$28,217.79)
4. To-date expense exceeded Revenue by \$29,728.13 entirely because three major projects were accomplished during 2018:
 - a. S.W.A.T. Services vacuumed the storm drains in June at a cost of \$2,422.36
 - b. Asphalt Patch Systems patched a number of failed street sections in July at a cost of \$8,092.50
 - c. Paul Spadoni sealed our entire road system in August at a cost of \$39,373.79
5. The catch basin was foreseen in the 2018 Reserves Budget at \$10,016.00. The other two operations were recommended in the RSG Reserve Study for 2017, but were not forecast. The BOD used our Operating Funds rather than Reserve Funds to accomplish this work because we had sufficient funds in that account.

2019 Budget Approved by the BOD

1. The budget forecasts dues at \$200/semester/owner. There are no major costs foreseen. However, we have budgeted \$2,000 for contingencies.
 2. The budget forecasts revenue exceeding expenses by \$15,940. \$15,000 of this will be transferred to the Reserves money market account at the end of the year. At the present time we expect to build the reserve fund by the same amount yearly in order to meet the future demands for street maintenance and other requirements.
 3. We had a reserve study prepared last year that complies with RCW 64.90.550. We have updated it this year based on actual cost for major components and consultation with experts. The current projected contributions to the reserve fund would fully fund it.
 4. If you have specific questions about this year's or next year's budgets feel free to ask B. Malady.
 5. R. Lee made Motion for acceptance. J. Watterson seconded. Motion passed. Report accepted and the budget for 2019 was ratified.
- E. ACC Liaison
1. P Lee discussed how the intentions of the ACC committee was first to be neighborly and then enforcers of the By-Laws and MPC's. When they received notices of homeowners who might be in violation of the BL and MPC's. they would visit the homeowner first and see if it could be resolved at that level
 2. The ACC coordinated major projects in 2018, including: flushing of storm drains, road repair, resealing of roadways, uniform signage
 3. P Lee explained that she would be leaving the BOD and expressed her gratitude towards those who helped her learn the role of ACC Liaison

Unfinished Business: No items identified within 2017 Annual Meeting Minutes

New Business:

- A. Election of two Board Members for two-year Appointments.
 1. R. Lee opened floor for nominations for BOD and addressed that we will have 2 different elections via secret ballot and will identify their positions at our next BOD meeting.
 2. R. Lee nominated Steve Treese Lot 45 to fill position #1 (accepted) and J. Watterson Lot 6 (accepted) and N. Ecker Lot 62 (accepted) to fill position #2
 3. J. Watterson decided to remove his name from consideration

4. The vote still needed to be conducted to stay in accordance with bylaw (3.2.3)
 5. Steve Treese elected to position #1. Steve is a chemical engineer and has been involved in a number of HOA's in CA and TX.
 6. Norbert Ecker elected to position #2. Norbert is mechanical engineer.
- B. Plan for Examination of PRR HOA Governing Documents.
1. R. Lee addressed that Articles of Incorporation and M&PCs need a substantial amount of work and that it needs to be completed before 1/27/2022. R. Lee said we want to do as much of the work in house by mid 2021 in order to save attorney costs. We will prepare the documents in-house and then have them reviewed and filed by the attorneys. In the preparation phase we will have meetings with the home owners.
 2. S. Treese will be assigned to working on this project to ensure it is complete before 2022
 3. J. Shen Lee (Lot 38) asked if community members would be invited to give input on changes made and if there will be a vote. R. Lee informed her that yes the community will be involved and notified.
 4. R. Cory wants votes on individual items, not the entire document. He said M&PC changes require approval of 2/3 of owners – when questioned he said 42 owners have to approve.
 5. AJ Montgomery (Lot 24) is concerned about how the new M&PCs will be drafted and that the homeowners who purchased based on the M&PCs are still secured by the documents that were in place when he purchased his house. He suggested that the BOD create a committee to work towards correcting the M&PCs and By-Laws.
 6. AJ Montgomery (Lot 24) made a motion to table this issue. Liz Frisino (Lot 64) seconded and the motion was passed.
- C. Plan for Examination of PRR HOA Safety Signage.
1. P. Lee reviewed the history and asked for feedback from the community and also asked individual owners to take down their signs.
 2. Jim Watterson (Lot 6) made his point on why the new signs were required.
 3. J. Shen Lee (Lot 38) asked that everyone be more respectful and keep in mind that it is pretty difficult for someone standing still to judge the actual speed of a passing car.
 4. Dennis Percy, Lot #63, said he donated cones to people on 13th Ave.
 5. R. Lee asked that people keep cones off to the side of roads, not in the traffic lanes.
- D. Open Floor
1. Jim Watterson (Lot 6) mentioned that he would like to see a garden club again and volunteered to be in the club.
 2. P. Frisino (Lot 65) addressed the main problem with garden club is that most members have gotten too old to execute the tasks of weeding.
 3. Liz Frisino (Lot 65) Addressed renters and owners who don't care about how their yards look and how it affects the value of her property.
 4. AJ Montgomery (Lot 24) claimed that Liz has informed the Board of this matter for a long time and he feels that the issue isn't continually being managed properly. He would like to see record keeping established on yard violations. He isn't happy about some of the ACC members and feels that all of his concerns about repeat offenders have been overlooked. As a result, he has submitted his resignation as IT Committee person. He also pointed out his concern about transparency in e-mails.
 5. R. Lee addressed that we will be transitioning our IT operations to a cloud-based application that will be more easily transferable to future BOD Members. He addressed that R. Cory has agreed to help the BOD transfer IT operations to a more user-friendly and cost-effective application
 6. Treasurer was asked what the rate and term of the new CD is: rate is 2.05% and term is 13 Months

7. Francois Vigneron (Lot 30) asked about an issue with his mail box and how to address fixing it. He was informed the mailboxes are the responsibility of the individual homeowners. R. Lee agreed to meet with Mr. Vigneron after the meeting.
8. B. Malady made motion to adjourn. J. Shen Lee (Lot 38) seconded and the motion was passed.

Meeting Adjournment: 1400