

POINT RICHMOND RIDGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
May 12, 2021

Minutes of the Board of Directors Meeting of the Point Richmond Ridge Homeowners Association, Gig Harbor, Washington, held at the Treese residence in Gig Harbor, Washington at 5:08 p.m. on the 12th day of May, 2021.

1) Call to Order (5:00 PM, May 12, 2021)

- a) Board Member Steve Treese called the meeting to order at 5:08 pm.

2) Establish Quorum

- a) All board members present and quorum was met.
 - i) Present: *Steve Treese, Karen Streeby, Bruce Harjehausen, Polly Brantner*

3) Approve BOD Meeting Minutes from Apr 2021 Meeting

- a) Motion by Karen, seconded by Bruce to approve the minutes of the Regular Meeting of April 2021, Motion Carried

4) Officers' Reports

- a) President
 - i) Working on the newsletter for the upcoming mailing
 - (1) Will finalize it this month so that Jill from HOACS can send out with dues notice next month.
 - ii) New written policies were posted on our HOA web site and will be included in the upcoming mailing as well.
- b) Secretary
 - i) Nothing to report
- c) Treasurer
 - i) Looking at our budget, Bruce feels that we may need to increase our dues
 - (1) Discussion ensued. This has been a topic of discussion in the past and has been met with resistance.
 - (2) To encourage homeowners' understanding and cooperation, Bruce suggests an approach of outlining things that need to be fixed, and what it costs to maintain it.
- d) ACC Liaison
 - i) Lot 72 – We are trying to figure out who is the legal owner of the property. Steve is investigating.

- (1) This lot has been issued an informal yard maintenance letter
- ii) Lot 18 – The yard-floodlight issue has been cleaned up but the fence is still in disrepair.
 - (1) HOACS can step in and issue a formal letter and start the 30 day count-down. This letter would cover barking, aggressive dogs and the fence.

5) Old Business

- a) Reserve Study Update
 - i) Bruce measured the cracks and potholes in our roads
 - (1) The next time we are scheduled to have road work done is five years from now.
 - ii) Steve noted that we need to have a certified reserve study professional do the study unless it ~~is~~ would cost more than 10% of our operating budget.
 - (1) If we go back to the company that did the study previously, they will already have done some of the legwork and there may be a cost savings.
 - (a) Action Item – Bruce will have Jill contact the company, RSG (Reserve Study Group)
- b) Road Repairs
 - i) There is 46K set aside in the reserves for the next repair sequence.
 - ii) Without repair, existing cracks and potholes will get worse. Crack seal would be beneficial.
 - (1) Action Item - Bruce will take a look at the past invoice (from 2018) and estimate what he thinks it would cost to get this work done.
 - (a) Per Polly's request, Bruce will write up a few scenarios based on which repairs we do and when, along with pros and cons
- c) Protective Covenants Extension
 - i) Steve met with our attorney, Mike Johns
 - (1) There needs to be a statement that would be recorded to extend the covenants.
 - (2) Every owner needs to have their signature notarized if they approve the extension.
 - (a) Our attorney will notarize for free; but people will have to go to his office.
 - (b) We can also get a notary to come here to go door to door or we can have a notary set up at the park at a cost to homeowners.
 - (3) We can set it up so it's extend the protective covenants so they are perpetual
- d) Playground Equipment Inspection
 - i) All Play Systems would charge \$642 to do the inspection
 - (1) Steve investigated and found that there is no state requirement or insurance provision that requires an inspection.
 - (a) Rather than have volunteers from our community do a walk through / go through the checklist according to the federal regulationsstandards, Bruce suggests that we not do any formal audit.
 - (a)(b) Bruce recommends that we hire a handy man in order to avoid personal liability to do the minor repairs required.

1. Steve will see if he can find a handy man to take a look.

- e) Backflow Preventer Testing
 - i) BAT lady is arranged
- f) Playground Gardens Maintenance
 - i) Polly will call Mike (Thornhill) and schedule a walk-through.
 - ii) There are some areas that need bark / gravel
 - iii) We need to have the sprinkler system serviced

6) Review Action Items

- a) Steve will send the board the verbiage that goes along with the covenants extension.
- b) Polly will call Mike (Thornhill) re: Playground Gardens ~~and other m~~Maintenance
- c) Bruce will have Jill contact RGB re: formal reserve study
- d) Steve will look into finding a handyman to go over playground equipment that may be in need ~~of~~ ~~repair~~of repair.
- e) Steve will get the newsletter to Jill by May 20

7) Adjourn

- a) Polly made a motion to adjourn the meeting at 6:43 pm. Seconded by Bruce. Motion Carried.