

**POINT RICHMOND RIDGE HOMEOWNERS ASSOCIATION  
ANNUAL MEETING OF HOA MEMBERS  
November 7, 2020**

Minutes of the Annual Meeting of the Point Richmond Ridge Homeowners Association, Gig Harbor, Washington, held via Zoom video call in Gig Harbor, Washington at 4:00 p.m. on the 7th day of November, 2020.

**1) CALL TO ORDER**

- a) Board President R. Lee (lot 38) called the meeting to order at 4:02 pm.
- b) Quorum identified by R. Lee at 4:02 pm.

**2) Roll Call**

- a) 29 total properties represented (present and proxy)

**3) Introductions:**

**a) Board Members and introductions**

- i) R. Lee introduced continuing board members.

**b) New PRR Members**

- i) R Lee acknowledged the new members in the PRR community.

**4) Meeting Conduct**

- a) Rules and Procedures
- b) "Open Floor" Items/Discussion
  - i) 3 minutes allowed, an additional 2 minutes if requested
  - ii) Anything is open for discussion.

**5) Reading/Review of Previous 2019 Annual HOA Meeting Minutes**

- a) Motion by R. Lee seconded by K. Streeby (lot 44) to dispense with reading and acceptance of the minutes of the Annual HOA Meeting of 2019, Motion Carried

**6) Officers' Reports**

- a) President – Randall Lee
  - i) Tough but successful year.
- b) Vice President – Steve Treese (lot 45)
  - i) Treese focused on governing documents this year. Had a committee of 15 helping.
- c) Secretary – Karen Streeby
  - i) Nothing to report.
- d) ACC Liaison – Jim Watterson (lot 6)
  - i) Handled business one-on-one with people as much as possible

e) Treasurer – Proposed 2021 budget

i) Treasurers report

(1) Increase of \$50 per half year for 2021

(a) Mainly due to increase in services we will get from HOACS

(i) Moving from bare minimum service level to a more normal level

(b) Will contribute more to reserves, at least \$15K

(c) Will do some deferred maintenance (playground)

(2) The budget for 2021

(a) \$12,750 expenses so far. Year-end projection for 2020 is \$18,200

(b) Plans a Reserve fund transfer of \$15,000 at a minimum at the end of the year.

(c) Will do more landscaping.

(d) Had an increase in our assessed valuation so our real estate taxes will be higher.

ii) R. Lee calls for comments or observations to the 2020 budget that S. Treese proposed.

(1) Lot 82 Alexis Wilson asked about the reason for doubling the bookkeeper fees. R. Lee stated we went from \$314 to \$600. S. Treese clarified that they will help us with our covenants, help with bids, ensure execution of contracts, keep more records.

(2) S. Treese highlighted the items that are comprised of “where our dues go”

(a) Primary maintenance expenses

(b) Admin costs (HOACS)

(c) Taxes, fees, insurance

(d) Contingency for unexpected costs

(e) Legal fees, covenant enforcement

(3) Rana Labowitz asked what year we last had a dues increase

(a) Randall clarified the first dues increase was in 2007, then 2015

(4) Marc Janes (lot 26) asked for clarification that HOACS would take over the ACC duties of pursuing complaints, but he wondered who would alert HOACS that these things need done. Randall confirmed that we would have an ACC liaison maintain that portion of the role of deciding to levy the fines.

**7) 2021 Budget Approved by the BOD**

a) **R. Lee** made motion for acceptance. S. Treese seconded. Motion passed. Report accepted and the budget for 2021 was accepted.

**8) Unfinished Business**

a) Governing Docs - S. Treese

i) Articles of Incorporation

ii) Covenants

iii) **Bylaws**

- (1) Corrected errors, conformed the docs to our HOA standards and intentions.
- (2) Met with atty and found that there is no need to update articles.
- (3) It is nearly impossible to change the covenants.
- (4) Bylaws can be updated and Steve worked with an update committee.
  - (a) Currently under review
  - (b) Will be ready for adoption early next year

**9) New Business:**

a) **Election**

- i) Polly Brantner (lot 70) has volunteered
- ii) Bruce Harjehausen (lot 55) has volunteered
- iii) K. Streeby will continue
- iv) Randall called for nominations for board participation. S Treese made motion to close nominations, R. Lee seconded.

b) **Reserves Study**

- i) Randall asked for comments or observations on the reserves. There were none.

c) **Open Floor**

- i) Pat Frisino (lot 65) asked - in case we need full road plowing again due to a snow storm, how is that taken care of with the budget. Randall clarified we would pull it from non-allocated expenses.
- ii) AJ Montgomery (lot 24) - A few suggestions
  - (1) Would like the 3 electees to the board to familiarize themselves with the governing documents. Ask all 5 to understand and adhere to governing docs objectively.
  - (2) AJ would like to ask for a dedicated, objective effort by our board members.
- iii) Hal Herzberger (lot 52) - seconds AJ's comments

R. Lee made a motion to adjourn the meeting at 5:20 pm. Seconded by K Streeby. Motion Carried.