

# Point Richmond Ridge HOA Board of Directors Meeting

April 20, 2022

## Agenda (Revised)

0. Call to Order, 5:06 PM, April 20, 2022 – Hybrid meeting
1. Establish Quorum
  - . Quorum Established
2. Approve BOD Meeting Minutes from March 2022 Meeting
  - . Bruce motions to accept the minutes, seconded by Marc. Motion Carried.
3. Officer's Reports
  - . President
    - . Timely posting of financials and minutes to Sharepoint & website
    - i. Tracking violations and instructions to HOACS
      - 1. Jill sent us a report as we had requested.
  - a. Vice President
    - . Stormwater system update
      - 1. Pierce County Public Works / Dept. of Surface Water Management
        - a. An inspection was done, and they sent us a report but there were some questions.
        - b. They owe us a response to verify that our community is “active” and getting inspections automatically 1x per year.
        - c. Marc will make sure this gets resolved and we are inspected annually.
        - d. The report provided to us does not indicate that any action is required at this point.
  - b. Secretary
    - . Nothing to report
  - c. Treasurer
    - Checking Acct = \$30,989.37
      - 3 debits:
        - HOACS = \$1,004.54
          - Monthly Fee = \$600.00
          - 1099 Filings = \$14.97
          - Microsoft Subscription = \$388.80
          - Postage/Supplies = \$0.77
        - Pierce County Finance = \$495.92 (Property Tax)
        - Thornhill = \$483.81
    - Reserves = \$55,698.81
      - MMA - \$9,901.82
      - CD = \$45,796.99
    - Dues/Fees/Fines:
      - Dues Paid = \$860.00 (YTD = \$19,950)
      - Late Fees Paid = \$50

- Outstanding Dues = \$1,050 (Pullin, Jacobs, Grinnell, Pearl/Cohen, Hanson \$50)
  - Late Fees Due = \$350 (7 owners X \$50/ea)
  - Fines Due = \$150 (Howell)
  - NSF Fee = \$10 (Kearney)
  - Major Expenses Planned for 2022:
    - Catch Basin Cleaning = \$2,500
    - Tract D Surfacing = \$7,000
  - . Bruce will email HOACS and ask if they are sending letters regarding late fees
- d. ACC Liaison
  - . Current outstanding violations
    1. RV parking lot 58 (will discuss below)
    2. Lot 73 – Temporary car canopy – Tom will check to see if it goes away
    3. Lot 83 – Basketball hoop has been removed
    4. Lot 67 – Roof moss, Tom asked HOACS to send a friendly letter but they have not done it yet. Tom will make sure this is done.
  - 1.
- 4. Old Business
  - . Road Issues – Tom & Steve
    - . The sump installed in the home's crawl space diverts water to the wrong place.
      1. Tom has the piping that could be used and he can work with the homeowner (lot 9) to resolve it so the street is not undermined by the water runoff.
  - a. Bid updates for Landscaping projects
    - . Tom has left messages and not getting a response.
      1. Tom will continue to attempt to reach people
  - b. Potluck Planning
    - . August 6<sup>th</sup> has the most responses so far.
  - c. Storm Drain Cleaning – planning, bids?
    - . Discussed above
  - d. Lot 49 - Late Fees Waiver and Proposed Landscaping
    - . The board approved this at the last meeting
- 5. New and Deferred Business
  - . Violations removed:
    - . Lot 50 Boat in Driveway
    - i. Lot 66 Unapproved fencing
  - a. Waivers requested:
    - . Lot 66 - Fine for Howells over fence issue
      1. A fine was sent to the Howells (owners) and they request a waiver of the fine.
        - a. Due to the fact that late fees were not being consistently enforced and proper procedures were not being followed when the fines were originally assessed, we will waive these fines one time only.
        - b. Going forward all late fees will be assessed and enforced per documented procedure.
        - c. Steve will communicate with the Howells
        - d. Tom will notify Jill
    - i. Lot 12 - late fees for underpayment of dues

1. Feb and March late fees have been assessed. Lot 12 was mistaken in how much they thought the HOA dues were. Due to the fact that they have paid the dues at the correct amount in the past and they receive a bill 2x per year that states what the dues are, the BOD has decided to deny the request to waive their late fees.
  - a. Bruce will let Jill know of this decision and HOACS can communicate with Lot 12.
  - ii. Lot 19 – Requesting a waiver of late fees
  - iii. Lot 58 - Long term parking of RV without fencing
    1. They have a contractor bidding to put up a fence.
    2. They have a utility trailer covered with a tarp in addition to an RV
      - a. BOD will request HOACS send a friendly letter to address the trailer and enforce that the RV be placed behind a fence.
        - i. Tom will contact Jill about this.
  - b. Hal's resignation from ACC and appointment of Bonnie Mizera
    - . BOD approves the appointment of Bonnie.
  - c. Dumpster on 11<sup>th</sup> St NW – lot 34 – future guidance
    - . Tom will tell Jill the dumpster at lot 34 has been removed.
      1. Tom inspected the street to make sure there was no structural damage. It looked fine.
        - a. Going forward we need to set expectations. Steve will craft a notice in the newsletter to all residents outlining the requirement to ask for variance. Reference bylaw 7.9.4.
      - i. Lot 34 is also seeking approval to put up solar panels. ACC will review request prior to approval.
    - d. Handling of fees for late or non-payment of dues
      - . Discussed above. Steve will clarify with owners and state that we will not accept waivers going forward.
    - e. BA Testing arrangements
      - . BAT lady will test our HOA BA at playground in May.

## 6. Review Action Items

- . Carryover Items: See above
- a. New Items from this meeting:
  - . Marc to confirm that our stormwater drains are being inspected annually and we are listed as "active"
  - i. Bruce will email HOACS and ask if they are sending letters regarding late fees
  - ii. Lot 67 – Roof moss, Tom will make sure HOACS sends a friendly letter
  - iii. Tom will continue to try contacting people to get bids on landscaping projects
  - iv. Lot 66 - Fine for Howells over fence issue – Steve will communicate the decision with the Howells and Tom will let HOACS know.
  - v. Lot 58 - Long term parking of RV without fencing – Tom will contact HOACS and request a friendly letter to be sent addressing the utility trailer and enforcement of RV being located behind a fence
  - vi. Tom will tell HOACS the dumpster at lot 34 has been removed.
  - vii. Steve will craft a notice in the newsletter to all residents outlining the requirement to ask for variance. Reference bylaw 7.9.4.
  - viii. Steve will clarify expectations with owners re: payment of dues and clarify that we will not accept waivers for late fees going forward.

## 7. Adjourn

- . Motion to adjourn by Steve, seconded by Bruce and Marc. Motion carried. Meeting adjourned at 6:45