

**Point Richmond Ridge HOA
Board of Directors Meeting
August 17, 2022, Treese Residence
Meeting Minutes**

1. Call to Order, 5:05 PM, Aug 17, 2022
2. Establish Quorum
 - a. Present, Steve Treese, Tom McKee, Bruce Harjehausen, Marc Janes, Karen Streeby
 - b. Also present; Bonnie Mizera
3. Approve BOD Meeting Minutes from July 2022 Meeting
 - a. Steve corrected one type-o
 - b. Motion to approved minutes made by Marc, seconded by Bruce. Motion passed.
 - c. Minutes approved as amended
4. Officer's Reports
 - a. President
 - i. Thanks to the board for the successful PRR potluck
 - ii. Will cover topics further down in the agenda
 - b. Vice President
 - i. Nothing to report
 - c. Secretary
 - i. Potluck was a success
 1. Keg had a lot of foam. Note to selves for next year – make sure the keg supplier uses a tightly fitting tube, or that it's clamped.
 - d. Treasurer
 - i. Checking Acct = \$43,629.84
 1. 7 debits:
 - a. HOACS = \$600.00
 - b. Thornhill = \$505.53
 - c. Washington Water = \$25.02
 - d. SouthData (postage/supplies) = \$98.88
 - e. Steve Treese (Signs) = \$210.02
 - f. AJ Montgomery (Domain Name) = \$13.58
 - g. Tom McKee (signs) = \$115.19
 - ii. Reserves = \$50,137.24
 1. MMA - \$4,288.87
 2. CD = \$45,865.91
 - iii. Dues/Fees/Fines:
 1. Dues Paid = \$8,000 (32 homeowners)
 2. Late Fees Paid = \$0
 3. Outstanding Dues = \$3,860 15 Homeowners (\$500 Pullin; \$110 Baldwin)
 4. Late Fees Due = \$150 (Pullen)
 5. Fines Due = 0
 - iv. Major Expenses Planned for 2022:
 1. Tract D Surfacing (gravel) = \$1,300

e. ACC Liaison

- i. All letters to homeowners in violation of grass and weed standards have gone out.
- ii. Barking dog – Have heard again from the neighboring resident (not in PRR) and we have not been able to isolate where the barking dog lives, but it is likely lot 60, 50 or 51.
- iii. Lot 50 – There has not been any response from the homeowner regarding the violation, and the next step in the process involves issuing a fine if he does not comply.
- iv. Lot 22 Complaint – The dogs living at lot 18 broke through the fence separating the two properties and entered the yard of lot 22 showing aggression towards the family and their pets.
 1. The fence is in disrepair
 2. Based on the fact that the dogs have entered the neighbor's yard and are aggressive.
 - a. What can the HOA cite?
 - b. We have verified with the original owner of lot 18 that the fence is the responsibility of lot 18
 - c. The owners in lot 22 should be calling animal control/sheriff
 - d. Action Item – Steve to create a flow chart re: dog issues

5. Old Business

- a. Ongoing off-leash dog issue, Lot 50 – Discussed already
- b. Landscaping Quality – poor Thornhill performance – Do we need to bid it out? Hold for now.
- c. Barking dog along 139th or on 11th (Lot 60?) – Discussed and needs more research

6. New and Deferred Business

- a. Policy on landscaping maintenance of greenbelts (blackberries)
 - a. We can get a bid for maintaining the stretch
 - b. 7.2 Obligations of owners
 - c. 20 years of precedence says that the HOA does not trim the the open spaces
 - i. Maintenance of the greenbelts needs to be defined
 - ii. Marc suggests we consult our attorney
 - iii. Action item; Tom will get 3 bids for blackberries in the common areas
- b. 3rd Quarter Newsletter contents
 - a. Steve sent out a draft in email
 - b. Action Item – Board to provide Steve with comments
- c. Budget and Reserves Update for Annual Meeting (by e/o Sept)
 - a. Bruce suggests keeping the budget the same.
 - i. Landscaping is estimated at \$700/month and we have been paying less than that.
 - b. Action Item- Bruce will put the budget together and analyze the reserves.
 - i. The board will approve the budget next month (September)
- d. Plan for Annual Meeting – date (propose 11/5 or 12), location, voting, etc.
 - a. Meeting can be either via Zoom or in person, or a hybrid. The library meeting room still isn't open.
 - i. Action Item - Steve will make arrangements for a location
 - b. The board decided on the date of Saturday, November 5th – 1 – 3 pm

7. Review Action Items

- a. Carryover Items
 - i. Complete gravel for landscaping – Tom
 - 1. Tom is bidding out gravel availability and prices
- b. New Items from this meeting
 - i. Steve to create a flow chart re: dog issues
 - ii. The barking dog required more research to find out where it's coming from. Any BOD members who can get close can try to identify the source
 - iii. Tom will get 3 bids for blackberries in the common areas
 - iv. Steve to send out a draft of the 3rd quarter newsletter and the board to provide comments.
 - v. Budget and reserves analysis for Annual Meeting; Bruce will put the budget together and analyze the reserves.
 - 1. The board will approve the budget next month (September)
 - vi. Steve will make arrangements for a location for the Annual Meeting
 - vii. Tom is bidding out gravel availability and prices

8. Adjourn

- a. Bruce motioned to adjourn, seconded by Marc, approved unanimously – Meeting adjourned at 6:39 pm