

**Point Richmond Ridge HOA
Board Meeting
18 August 2021, Treese Residence**

Agenda

1. Call to Order, 5:03 PM, Aug 18, 2021
2. Establish Quorum
3. Approve BOD Meeting Minutes from July 2021 Meeting
 - a. Steve made some minor markups
 - b. Polly and Bruce reviewed and did not have any edits.
 - c. Karen will review revisions, send out for review and sent to AJ for posting.
4. Officer's Reports
 - a. President
 - i. Annual Meeting planning
 1. We need to prepare an annual budget to propose.
 2. Meeting space – the library will not allow meetings due to COVID, so we will likely need to do a Zoom meeting again.
 - a. We only require 10% of owners to be present.
 3. Per our bylaws, re: officer votes, we are required to have a secret ballot and be required to allow for nominations, but as a board we have the option to waive those requirements.
 - b. Secretary
 - i. Brief recap of neighborhood potluck success.
 - c. Treasurer
 - i. \$11,345 in savings
 - ii. \$45,654 in the CD
 - iii. \$35,524 in checking
 - iv. Outlays
 1. \$2,886 for July
 - v. Dues
 1. 23 dues deposits have arrived
 - a. 15 delinquencies
 - vi. YTD spend
 1. From our budget of \$41,250, we have spent \$9,700
 2. We will probably underspend on our total budget for the year
 - d. ACC Liaison
 - i. Playground maintenance
 1. Polly reached out to get quotes from 2 more people for playground maintenance and none of them have gotten back to her.
 - ii. Thornhill sold the company in July to a new company.
 1. We were not notified of the switch to a new company
 - iii. Fencing clause

1. When the bylaws and covenants were drafted, were deer fences considered?
2. If we are going to get technical about the requirements
 - a. Lot 30 would be in violation if so
3. Steve's opinion is that if the ACC is OK with it and approves it, then it's not a problem.
4. Per our recent BOD/ACC joint meeting, the board decided that it is up to the ACC to make the decision on whether or not a fence is OK. If they are OK with it, the ACC just needs to document it.
 - a. Action Item – Polly can make the call on the fences in question
5. Lot 53
 - a. The large boat in the driveway is back and the gate has been open for days.
 - i. We are allowed to levy a fine
6. Lot 34
 - a. They appear to be making an effort
7. Lot 7
 - a. The truck has been moved a few times the past several weeks.
 - i. The vehicle is licensed and does not appear to be inoperable so it passes.

5. Old Business

- a. Reserve Study
 - i. Bruce is waiting on the quote for repaving the roads.
 1. We need to get the Reserve Study approved as a board so that we can get it published, so rather than wait for the quote (for 30 years out), it was decided that Bruce would use our estimate of about 900K
 - ii. Dues are forecast to be increased to allow for future expenses, but we are undecided on how/when to implement
- b. Road Repairs
 - i. Sept. 28 and 29 there will be road repairs.
 1. Estimate is \$16,017 plus tax
 2. Action Item – about a week prior, we need to notify the residents. We can use facebook plus put notices up on the mailboxes (Bruce will do that)
- c. Protective Covenants Extension
 - i. We have gotten 100% needed but would like a few extras in case any get disqualified.
 - ii. Action Item – Steve will contact our lawyer in a week or two and have them file it.
- d. Playground & Landscape Maintenance
 - i. Manuel wondered if he could use a skid steer
 1. It could leave rubber tire marking on our roads
 - a. Helipad

- i. Manuel was very thorough, and the roots need topsoil and mulch.
 - ii. We also need gravel
 - b. Steve thinks that after the road repairs, we won't have enough funds left to do the landscaping
 - c. Consensus is that a skid steer is OK
 - e. Community Potluck Results
 - i. Already discussed in Officer reports
 - f. Renewal of Reserves CD
 - i. That should have happened today so we can take this off our list.
 - g. Friendly & Violation Letters/HOACS Interface
 - i. We have not been satisfied with the timeliness of action by HOACS.
 - ii. Jill has assured us that we will have somebody to contact in the event of vacation.
 - iii. Steve created a draft spreadsheet to track violations.
 - iv. Steve suggests surveying the neighborhood for violations on a quarterly basis rather than monthly.
 - 1. Polly is looking at the neighborhood more frequently anyway as she needs to check at least every 30 days on the existing violations.
 - 2. Action Items – Steve will keep following up with HOACS on fulfilling their contract.
6. New and Deferred Business
 - a. Nominations for Board – Nominating Committee
 - b. Plan for Annual Meeting – Set Date, Location
 - i. Second Sat of November, 11/13
 - ii. Will be Zoom
 - c. 2022 Budget Development
 - i. The 2022 Proposed Budget was reviewed by the BOD
 - 1. Action Item – Bruce will review and make notes and suggestions and get them to the board for review
7. Review Action Items
 - a. Action Item – Polly can make the call on the fences in question
 - b. Action Item – For road work, about a week prior, we need to notify the residents. We can use Facebook plus put notices up on the mailboxes (Bruce will do that)
 - c. Action Item – Steve will contact our lawyer in a week or two and have them get the Covenant Extension recorded with the county.
 - d. Action Items – Steve will keep following up with HOACS on fulfilling their contract.
 - e. Action Item – Bruce will take a look at the 2022 proposed budget and make notes and suggestions and get them to the board for review
8. Adjourn
 - a. Bruce motions and Polly and Karen seconds to adjourn at 6:50 pm

Flow Chart for Major Covenant and Bylaw Violations

