

**POINT RICHMOND RIDGE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 10, 2021**

Minutes of the Board of Directors Meeting of the Point Richmond Ridge Homeowners Association, Gig Harbor, Washington, held via Zoom teleconference, in Gig Harbor, Washington at 5:00 p.m. on the 10<sup>th</sup> day of February, 2021.

1. **CALL TO ORDER**

- a. Board Member Steve Treese called the meeting to order at 5:01 pm.

2. **ESTABLISH QUORUM**

- a. All four board members are present, quorum is met.

3. **ROLL CALL OF OFFICERS**

- a. Present: *Steve Treese, Karen Streeby, Bruce Harjehausen, Polly Brantner*
- b. Absent: N/A
- c. Also Present: N/A

4. **APPROVAL OF THE MINUTES OF THE REGULAR MEETING (1/13/21)**

- a. Motion by Polly to approve the minutes of the Regular Meeting of January 2021, Bruce Seconded, Motion Carried.

5. **OFFICERS' REPORTS**

- a. President
  - i. The board had a successful introduction and alignment meeting with HOACS. Steve, Bruce, Karen, Jill Doerflinger (HOACS), and Juanita Carbaugh (HOACS) were present. Believe we are all on the same page.
- b. Vice President – n/a
- c. Secretary
  - i. Nothing to report
- d. Treasurer
  - i. Bruce noted that there are some outstanding dues based on the financial report. Steve noted that is not unusual at this point.
  - ii. There was an HOACS bill that had not been paid per the financials but it was an issue on their end and it will be resolved this month.
  - iii. There is approximately 46K in the CD, there is 11K in the cash reserves and the bank account has 22K in it.
- e. ACC-Liaison
  - i. Polly is working on putting together an ACC committee of about 3 members.
    1. When she gets confirmed interest, she will let us know of the new members.

6. **OLD BUSINESS**

- a. Review/Amend/Approve Bylaws Update
  - i. Steve sent the BOD his marked-up version with Polly's edits.
  - ii. Steve reviewed the points in the Bylaws that he had revised.
  - iii. Bruce moved to accept the bylaws as amended, seconded by Polly. Motion carried.
  - iv. Steve will sign the updated Bylaws and have them posted on the HOA website.
- b. Review/Approve New HOACS Contract
  - i. Bruce moved that we sign the contract, seconded by Karen. Motion carried.

- ii. Steve will get that signed and resolved tomorrow.

## 7. **NEW BUSINESS**

- a. Review/Re-bidding Landscaping Contract (Thornhill)
  - i. Polly tracked down their contract in our HOA archives. Thornhill did not have a copy.
  - ii. Polly spoke with the owner of Thornhill.
  - iii. Our current monthly cost (from 2011 to present) is \$445.50 plus tax.
    - 1. There are some things listed on the contract as "as needed"
      - a. Steve would like to see them come to us proactively when they see something that needs done and tell us what they charge to do it.
      - b. Action Item – The board will walk around the neighborhood and see what we think about the maintenance.
      - c. In the future, when we are closer to the heavier maintenance season, we can address some of these questions with them.
    - 2. Will hold on re-bidding for now and work with Thornhill to improve service.
- b. We need to have the playground equipment inspected once per year to satisfy our insurance policy. Will need to remember to arrange this later in the year.
- c. Required 3-Year Reserve Study/Update
  - i. The state requires a study to be done every three years.
    - 1. We have been doing updates ourselves on an annual basis.
    - 2. We can use the template from the previous reserve study to complete the current reserve study
- d. Short Term Rental Question
  - i. Changing our covenants would require a unanimous vote.
  - ii. Bruce suggests putting it out for a vote if it becomes a problem.
  - iii. Steve can put a note about the Pierce County rules and regulations in our quarterly newsletter.
- e. Expectations of Winter Roads – Salt? Plowing?
  - i. The salt buckets are there at our disposal. Individuals have put the buckets out and keep them full.
  - ii. Individual owners can help scatter the salt and keep drains clear.
  - iii. We don't plow unless we get significant snow.

## 8. **REVIEW ACTION ITEMS**

- a. Bylaws adopted. Steve will sign and get them published
- b. Steve will sign the HOACS agreement
- c. Karen will post the notes and CC Jill at HOACS
- d. Karen will send the financials sans names to AJ for posting.

## 9. **ADJOURN**

**Commented [ST1]:** I actually put these on the Sharepoint site for AJ to post. Forgot we had allocated it to Karen. Sorry.

- a. Karen made a motion to adjourn the meeting at 6:02pm. Seconded by Polly. Motion Carried.