

**Point Richmond Ridge HOA
Board of Directors Meeting
Wednesday, February 15, 2023
Treese Residence / Hybrid - Zoom**

Agenda

1. Call to Order, 5:01 PM, Feb 15, 2023
2. Establish Quorum
 - a. Quorum established
 - i. In Attendance; Steve Treese, Marc Janes, Bruce Harjehausen, Tom McKee, Karen Streeby
3. Approve BOD Meeting Minutes from January 2023 Meeting
 - a. Approval for Draft Annual Meeting Minutes and November BOD Meeting were accomplished electronically by email.
 - b. Approval of January BOD Meeting Minutes: move to approve-as-revised; motion by Marc, seconded by Tom, passed by vote
4. Officer's Reports
 - a. President
 - i. HOACS now using Steve's accurate email address.
 - ii. Washington State House bill proposed regarding HOA board liability vis-a-vis the Consumer Protection Act is still pending.
 1. HOACS has sent several bulletins to client BOD members urging us to voice opinions.
 2. Steve affirmed that our record-keeping is in full compliance with state requirements.
 - b. Vice President
 - i. Several Owners have reported excessively high water pressure.
 1. Washington Water Service sent a technician to inspect and take readings, and matters are now under review by their engineering group.
 - a. Readings of 100 psi were observed at several homes in the group most affected by gravity at the bottom of our slope, at the bottom of 136th, 138th, and 139th.
 - ii. Delivered info packets to the new residents
 - c. Secretary
 - i. Nothing to report
 - d. Treasurer
 - i. Checking Acct = \$20,751.19
 1. debits:
 - a. HOACS = \$620.88
 - b. Thornhill = \$483.81 (for December 2022)
 - c. SouthData (postage/supplies) = \$151.04
 - d. Transfer to Reserves = \$15,500
 - e. Thomas Schuder was sent a check for \$250 for Resident Refund
 - ii. Reserves = \$80,875.99
 1. MMA - \$34,799.89
 - a. \$2.90 Interest credit (\$2.90 ytd)
 2. CD = \$46,076.10

- a. \$39.10 interest credit (\$39.10 ytd)
 - iii. Dues/Fees/Fines:
 - 1. Dues Paid = \$12,725 (\$15,975 YTD; 65 Owners)
 - a. 51 paid in January = 12,725 (Miller only paid 225)
 - iv. Late Fees Paid = \$0 (The financials show \$125 Fine Income, but I cannot find where/who it came from)
 - v. Outstanding Dues = \$5000
 - 1. Lot 73 = \$500
 - 2. Lot 46 = \$500
 - 3. 16 others = \$250
 - vi. Late Fees Due = \$325
 - 1. Lot 73 = \$150
 - 2. Lot 46 = \$150
 - 3. Lot 18 = \$25 (>120 days old)
 - vii. Fines Due = \$125
 - 1. Lot 50 = \$125
 - viii. Major Expenses Planned for 2023
 - 1. Road surfacing = \$67,200
 - ix. Bruce's contact with someone in the pavement industry will come asses the suspected water damage in front of lots 8 and 9
- e. ACC Liaison
 - i. Tom met the new residents (in lot 1)
 - 1. There is a small pothole in front of their hose, Tom can patch up but the temp has to be at least 50 degrees.
 - ii. Thornhill Landscaping spoke with Tom and they have raised their rates.
 - 1. New rate is \$700 plus tax (approx. \$760)
 - a. Thornhill proposes aerating the grassy areas, \$240 per year. Thornhill suggested spreading it out over the 12 months, but board discussed the preference of a separate billing when aerating happens.
 - i. Marc suggests only aerating the playground lawn, not the helipad, as that area does not get water and it is not a worthwhile investment.
 - 2. There was discussion around bidding out the work to another company, but we risk a higher cost based on past explorations of other companies
 - a. Tom motions that we approve the 700 plus tax, Bruce seconds. Motion carried.
 - b. Action Item – Tom will get a contract amendment with Thornhill
 - iii. Lot 18 – Violation letter has been sent out in December. There has not been any response from the resident and the fence has not been fixed.
 - 1. Action Item – Tom will follow up with HOACS to ensure their records reflect the violation actions taken. The board needs to direct HOACS to issue the next violation which is a first formal violation.

5. Old Business

- a. Move Excess Treasury Funds to Reserves – Bruce
 - i. Done (15,500 was moved)
- b. Signature Sheet for Reserves Account Withdrawals – Steve
 - i. Already discussed. Marc and Steve signed so this is done.

6. New and Deferred Business

7. Review Action Items

a. Carryover Items

- i. New owner information and flyer – Lot 1 – Karen, Marc
 1. Done
- ii. Check water meter and usage at playground – Tom
 1. Done. Tom did not find any leaks
- iii. Assessing water issues with road, Lots 8 and 9 – Bruce
 1. Discussed above. Bruce will have professional in the industry take a look.
- iv. Add reminder to 1st Qtr Newsletter about moss removal – Steve
 1. Still open
- v. Status of HOACS violation letter/response, Lot 18 – Tom
 1. Discussed above, more follow up needed. Next letter is notice of violation
- vi. Move excess operating funds to Reserves – Bruce
 1. Duplicate
- vii. 1st Qtr Newsletter: request for Board candidates – Steve
 1. Still open

b. New Items from this meeting

- i. Tom noted that we need to be more vigilant about what happens in our neighborhood at night.
 1. There was a screw in the sidewall of Cam's car (Tom's son).
 2. A box of golf tees was moved from the side of Tom's garage and dumped in his driveway.
 3. Tom suggests putting a note in the newsletter about people with motion cameras being vigilant
- ii. Action Items;
 1. Tom will get an amended contract with Thornhill
 2. Tom to follow up with HOACS re: Lot 18 violation – to move on to the 2nd letter

8. Adjourn

- a. Meeting adjourned at 5:53 pm. Motioned by Steve, seconded by Marc