

Point Richmond Ridge HOA

Board of Directors Meeting

Wednesday; July 17, 2024, 6:00 PDT

Treeese Residence

Meeting Minutes

1. Call to Order, 6:00 PM, July 17th, 2024.
2. Establish Quorum
 - a. In attendance: Tom Huffman, Steve Treeese, Marc Janes, Tom McKee
 - b. Absent: Bruce Harjehausen
3. Approve BOD Meeting Minutes for June 17, 2024.
 - a. June minutes approved after board members review and edit. Will be forwarded to AJ Montgomery to upload to PRR HOA website.
4. Officer's Updates
 - a. President
 - i. New HOA bills recently passed by the WA state government. Bill #5796 "Washington Uniform Common Interest Ownership Act" which starts in 2028 and provides, for the most part, uniformity in the regulation and governance of common interest communities – including condominiums, cooperatives, plat communities and others. Bill ESSB 7953 which started 6/6/24 and prevents anyone from stopping the installation of heat pumps.
 - b. Vice President
 - i. Refer to action items below.
 - c. Secretary
 - i. Approved April and May 2024 BOD meeting minutes have been added to the PRRHOA website.
 - d. Treasurer
 - i. \$10,000 has been moved from the reserve fund to finish covering the total cost of the now completed AC Moate Road Repair/Sealcoat project. The final invoices have been received and transmitted to HOACS.
5. Old Business
 - a. Updates on Website Maintenance – Steve/Marc. Marc J reports that AJ has continued to agree to stay on until at such time he moves from the neighborhood. The board continues to search for a replacement from within the HOA. If we are unsuccessful, we will have to search outside and budget for a person to handle the Website next year. Nothing has changed again this past month. The HOACS can provide this service at a cost according to Steve T.
 - b. The upcoming Corporate Transparency Act status was updated by Steve T. Nothing new has developed this past month. The potential annual fee would still be \$250. Steve will continue to update us each month as we approach 2025.
 - c. Financial Audit – Steve T reviewed the RCW relevant to this requirement. An HOA with annual assessments over \$50,000 is required to have a CPA audit their finances annually unless 67% of

the Owners attending a general meeting (Annual Meeting) vote to forgo the audit. Our current assessment total is \$49,800 per year, so we are currently exempt, but this will change in future years. We currently review the finances monthly in any event.

- d. Reserve Study Plan – Further discussion needs to be had when Bruce H is back in town next month. This is something that will probably need to be presented and discussed at the next annual meeting.
 - e. Arborist Survey Results – Marc J reported that “Steve Wortinger Arborist LLC” has agreed to handle the project starting September 9th. He will provide a team to mitigate (evergreen trees, tops of madrone trees and cable a Douglas Fir tall split tree) and prevent possible future damage from occurring.
 - f. Road Work Progress – AC Moate has completed the main project and will return this fall to handle some damage the trash pickup trucks had caused when turning on some cul-de-sacs. The local Fire Department will be replacing the blue road fire hydrant reflectors at no cost shortly.
 - g. Renewal of HOACS Contract is being sent to the BOD for review. It includes a 10% increase from \$600 to \$660 a month. This is the first increase in 3 years and is in line with inflation costs.
 - h. Recruiting candidates for Board elections Steve T has penned a letter to be sent out to the homeowners asking them to put in service time investing in their community to keep it viable now and in the future. Notifications will also be placed in the 3rd Quarter newsletter, the Facebook PRRHOA post site.
 - i. Clarifying Open Space Policy – A policy was tweaked and revision was proposed by Steve T. It was reviewed and approved by the board. Its update will go out to homeowners with the 3rd quarter newsletter.
 - j. Formal Complaint from Nieves (none received from Carlson) regarding barking loose dogs and fencing. A letter has been composed and reviewed by the board and will be sent to the Nieves through HOACS addressing the issue and outcome/direction recommended. Essentially, the board voted to take no further action on the complaint and to support the prior interpretation on the policy regarding fence maintenance – i.e. the fence is a joint responsibility.
6. New and Deferred Busine
- a. Collection Policy Recommendation from HOACS was reviewed. Proposed modifications to the enforcement policy will be developed for Board review by Steve T.
 - b. A new tree problem surfaced from lot #49 Schuder’s. Four trees are or have died just outside their back fence. The trees are on the HOA open space. They are afraid the trees will fall and damage their back fence and shed. Tom M will contact them and survey the potential threat. He will update us at next month’s BOD meeting.
7. Review Action Items
- a. Storm Drain Cleaning – Tom M will clean one and we will have the rest handled next year after the new 2025 budget is approved.
 - b. Identifying New Website Manager Plan – Marc J will continue to update us month to month as the item remains fluid.
 - c. Violation Letter Updates – Tom M reports that Lot 72 will now receive Step #4 notice for an abandoned vehicle. This is an additional \$500 fine if the situation is not resolved or brought into compliance within 30days from notice being sent out. Lot 72 is now at \$375 plus \$125 for late payments of dues. Further steps include 1% interest on the balance. Tom M will work with HOACS to get the next letter out. In the case of lot 51 and yard maintenance the rental owner

has not maintained the 90-day Bylaw of the HOA, so they would receive a Step 2 formal notice with a 30-day cure period, after which we should charge them \$125 assessment. Tom M will be sure to check with Kylee be sure HOACS is sending the notices to Stegeman's correct mailing address of 13617 9th Ave Ct NW Gig Harbor 98332.

- d. The neighborhood Annual Picnic is set for Saturday August 17th. The location is our neighborhood park beginning at 12noon. Karen Streeby has once again graciously volunteered to help coordinate the event, but will need help. Announcements will go out on the Facebook PRRHOA website and standup boards posted at neighborhood entries.

8. New Items for Next Meeting

- a. The August Board meeting is set for Wednesday the 21st.

9. Adjourn

Motion to adjourn by Steve T and seconded by Tom M. Adjourned at 7:20PM.