

**Point Richmond Ridge HOA  
Board of Directors Meeting**

**Wednesday, June 7, 2023, 5:00 PM PST  
Streeby Residence**

**Meeting Minutes**

1. Call to Order, 5:05 PM, June 7, 2023
  - a. Attending: Karen Streeby, Bruce Harjehausen, Tom Mckee, Marc Janes, Steve Treese
2. Establish Quorum
  - a. Quorum is met
3. Approve BOD Meeting Minutes from May 2023 Meeting
  - a. The board reviewed the minutes and made edits. Marc moved to approve, Tom seconded. Motion carried. Minutes approved as amended.
4. Officer's Reports
  - a. President
    - i. Will address items below.
  - b. Vice President
    - i. Nothing to report
  - c. Secretary
    - i. Nothing to report
  - d. Treasurer
    - i. Checking Acct = \$20,473.62
      1. debits:
        - a. HOACS = \$600.00
        - b. HOACS (postage/supplies) = \$2.96
        - c. Thornhill = \$760.20
        - d. SouthData (postage/supplies) = \$6.78
        - e. Steve Treese-Signs = \$175.28
        - f. Tom McKee-Sign Posts = \$142.68
      - ii. Reserves = \$80,972.60
        1. MMA - \$80,972.60
          - a. \$17.19 Interest credit (\$60.38 ytd)
        2. CD = \$0.00 closed and moved to MMA
          - a. \$78.23 ytd
      - iii. Dues/Fees/Fines:
        1. Dues Paid = \$250
        2. Late Fees Paid = \$100 (incl \$25 from Potts)
        3. Outstanding Dues = \$375
          - a. Hunsicker = \$125
          - b. Baldwin = \$250
          - c. Berry = \$250 PAID
        4. Late Fees Due = \$225
          - a. Hunsicker = \$125
          - b. Baldwin = \$100

- c. Berry = \$75 PAID
      - 5. Fines Due = \$0
    - iv. Major Expenses Planned for 2023
      - 1. Road repairs = \$67,200 – quotes are \$41,581 to \$51,506
    - v. Budget (total) v Actual Expenses (YTD)
      - 1. Landscaping: \$8,400 v \$2,764.41 (thru April)
      - 2. Office Supplies/Postage: \$1,175 v \$718
      - 3. Contingencies: \$3,710 v \$317.96
  - e. ACC Liaison
    - i. Tom completed replacing 4 out of 6 storm drain filters.
      - 1. Action item – Tom will finish the last 2 in the coming week.
      - 2. They should be maintained every 6 months
        - a. Action Item – Tom will set a calendar reminder to clean them out every 6 months. Marc offered to help Tom with this.
5. Old Business
- a. Bid Status for asphalt work this year – Bruce
    - i. Spadoni declined to bid as it's outside their scope of work. They referred us to Looker Asphalt. Bruce has not been able to successfully get in touch with Looker Asphalt.
      - 1. The only quotes we have are from AC Moate
        - a. Action Item – Bruce will contact AC Moate about proceeding with them and will ask them about their preventative crack fill program where they come out every 12 months and fill cracks that have come up.
      - 2. Marc motions to go with the Recommended scope with AC Moate for \$41,580.79, Tom Seconds. None opposed, all in favor. Motion carried unanimously.
      - 3. Bruce will see if he can't get Moate to knock off a few more \$\$\$. Steve Treese will execute the contract ASAP. Will work together on the check.
  - b. Ideas for Helipad area improvements – hold pending resident input
  - c. 2023 Summer BBQ Picnic Plan – Karen
    - i. Date is set for August 12
      - 1. Tom will BBQ
      - 2. Marc and Tom will bring garbage cans
      - 3. We will do bottles or cans this year
        - a. Action Item – Tom will go to Costco and research / price the beer they carry.
        - b. Action Item – Steve will talk to Jose about ice.
        - c. Tom suggests investigating in a few sandwich boards to post events. Action Item – Tom will investigate pricing for three sandwich boards
  - d. Candidates for Board Elections in Fall – All
    - i. Bruce is willing to run again
    - ii. Marc has a few people he'd be willing to talk to
    - iii. Steve asks if each of us on the board can think of a few candidates
6. New and Deferred Business
- a. Sprinkler system at playground park not working as it should, not wired correctly
    - i. Steve contacted Dave with Thornhill about this issue.

- ii. It worked correctly last year, but somebody removed the controller in the winter, and when it was reconnected, it was rewired incorrectly.
  - iii. Steve tested the sprinklers at the playground and they function, were programmed correctly but were not wired correctly.
  - iv. Action Item – Tom to make sure two 9-volt batteries are installed in the system.
  - v. Action Item – BAT lady sent the bill for backflow testing at the Playground to Randall. Tom will get it from Randall.
- b. Weeds and maintenance by Owners – time for reminders?
- i. Tom has walked the neighborhood and it looked like everyone had made an effort.
    - 1. We will revisit in July.
  - ii. Weeds in the common areas;
    - 1. Thornhill has not been keeping all of the weeds at bay and Tom suggests we bid it out.
    - 2. Action Item – Collective effort - Make a list of what Thornhill is not doing. Tom can start the list and email it to the board, attn Steve.
- c. Awareness – resident confrontation with landscape maintenance people
- i. There was discussion about a recent incident in which a resident confronted the maintenance crew in an aggressive manner. There are no action items as a result.

## 7. Review Action Items

- a. Carryover Items
- i. Assessing water issues with road, Lots 8 and 9 – Bruce
    - 1. It has been dry so there are no issues at the moment.
  - ii. Send 2<sup>nd</sup> Qtr Newsletter – Steve via HOACS – Done – The newsletter will be sent out with the July billing next week.
    - 1. Fence policy
    - 2. Be good neighbors – be aware of neighbors who may have compromised health and check on them if something seems off
    - 3. Potential candidates for board
    - 4. Helipad ideas
  - iii. Send revised fence policy to all residents – Steve via HOACS - Done
  - iv. Send letter to Nieves & Craft – Steve via HOACS - Done
  - v. Check on crack repair program – Bruce - Done
  - vi. Bids for road work – Bruce - Done
- b. New Items from this meeting
- i. Marc mentioned that it's been a year since he and Tom walked the neighborhood to do a safety inspection and wonders if it suggests that it be done again.
    - 1. Action Item – Tom and Marc will do a routine safety inspection – informal walk thru
  - ii. Action Item - Steve will get a check cut for the road work and get it to Bruce for road work.
  - iii. July meeting is moved to July 12<sup>th</sup>

## 8. Adjourn

- a. Motion to adjourn by Steve, seconded by Karen – All in favor. Motion carried. Meeting adjourned at 6:20 pm