

Point Richmond Ridge HOA

Board of Directors Meeting

Wednesday; June 26, 2024, 6:04 PDT

Treeese Residence

Meeting Minutes

1. Call to Order, 6:04 PM, June 26th, 2024.
2. Establish Quorum
 - a. In attendance: Tom Huffman, Steve Treeese, Marc Janes, Bruce Harjehausen, Tom McKee
3. Approve BOD Meeting Minutes for May 15th, 2024.
 - a. May minutes approved after board member review. Will be forwarded to AJ Montgomery to upload to PRR HOA website.
4. Officer's Updates
 - a. President
 - i. Topics covered in old and new business categories below.
 - b. Vice President
 - i. Refer to action items below.
 - c. Secretary
 - i. Refer to action items below.
 - d. Treasurer
 - i. Bruce reports that for May the planned major expense estimate of Road Repairs/Sealcoat from AC Moate was \$56,403.57. Approximately \$3,000 will be moved from the reserve fund to finish covering the total cost.
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 this past month.
 - 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 – This item is tabled pending future review.
 - d. Reserve Study Plan – Bruce had budgeted \$1,500 for the site study and has received a \$1,235 estimate. Steve T made a motion to accept the estimate and Marc J seconded. Motion carried.
 - e. Arborist Survey Results – Marc J reported that “Steve Wortinger Arborist LLC” conducted the survey with him of the open space east margin of our property. The arborist found where

mitigation (evergreen trees, tops of madrone trees and cable a Douglas Fir tall split tree) needed to happen to prevent possible future damage from occurring. The estimated cost is \$2,900. The board discussed further, Bruce checked the reserve funding, and a motion was brought by Marc J and seconded by Tom M to move forward. Marc J will write up and send a request to the company and ask them to try and schedule the work for on or after the week of September 9th of this year.

- f. Road Work Progress – Work had just gotten underway. AC Moate was already looking to handle some damage the trash pickup trucks had caused when turning on some cul-de-sacs.

6. New and Deferred Business.

- a. Renewal of HOACS Contract – Steve reported that the company will be raising the price for 2025 from \$600 to \$660. They have not raised the price for the last 3 years, so this 10% increase looks to be in line with a 3% inflation rate. A \$12 processing fee will also be added to dues late pays.
- b. Recruiting Candidates for Board Elections – Some possible names were floated and the need to get the word out about homeowners running and fulfilling obligations to help maintain their neighborhood were discussed. Article will be included in the 3rd quarter PRRHOA newsletter.
- c. Clarify Open Space Policy – Steve T will examine and propose additional words to clarify the HOA's trees responsibility in the open area.
- d. Discuss Formal Complaint from Nieves – The HOA policy on fences is clear and it is their problem to resolve with neighbor or handle themselves. Steve T will follow up with them.
- e. Alliance Bank Fee for Online Payments – Steve T reports that the Board was never made aware of this fee until after the bills were sent. The HOACS manager replied that “This fee is being imposed by the bank and it will only apply to owners who make a one-time payment without setting up an account” Accounts are free and just require a username and password. To avoid the fee, owners can simply setup an account and log in to make the payments.” The HOACS has been asked to include this information on all future bills. Steve will include this in the next PRRHOA newsletter as well.
- f. Collection Policy Recommendation from HOACS – Steve T asked for hold on this until he can get more specifics.

7. Review Action Items

- a. Lot #9 water issue solution – Marc J reports that it is general area ground water movement. Tom M reports that Lot 9 does not feel after discussing with some “concert expert” (not a qualified ground engineer) that they needs to do anything about it. The Board, out of an abundance of caution will look to add a line item to the 2025 reserve fund for possible repair if found legally obligated to repair in the future.
- b. Storm drains grates – Tom M reports that asphalt grates have been inspected and some already repaired by AC Moate. Tom M will address the cleaning plan at the next meeting after the sealcoat project has been completed.
- c. Identifying New Website Manager Plan – Marc J will continue to update us month to month as the item remains fluid.
- d. Violation Letter Updates – Tom M reports that Lot 72 will now receive a 3rd violation letter with a \$250 fine for an abandoned vehicle that has not been taken care of. We appreciate the efforts

being made by everyone to get their lawns/landscape up to standard. We have just a few that could put some extra time into killing and removing those gravel weeds.

8. New Items for Next Meeting

- a. ACC follow-up report on lot maintenance survey
- b. Marc to report on Arborist open space mitigation project crew Wortinger engagement and date for execution.
- c. The July Board meeting is set for Wednesday the 17th.

9. Adjourn

Motion to adjourn by Tom M and seconded by Marc J. Adjourned at 7:28 PM.