

Point Richmond Ridge HOA Board of Directors Meeting

June 8, 2022

Agenda

1. Call to Order, 5:05 PM, June 8, 2022
2. Establish Quorum
 - a. Quorum Established
 - i. Present – Steve, Bruce, Marc, Tom, Karen
3. Approve BOD Meeting Minutes from May 2022 Meeting
 - a. Steve moves to approve with his edits, seconded by Bruce.
 - i. Meeting minutes approved unanimously.
4. Officer's Reports
 - a. President
 - i. The letter reminding homeowners about fines and obligations was sent.
 - ii. Newsletter was sent out with the dues notice for July.
 - b. Vice President
 - i. Nothing to report
 - c. Secretary
 - i. Nothing to report
 - d. Treasurer
 - i. Treasurer Report
 1. Checking Acct = \$30,073.19
 - a. 3 debits:
 - i. HOACS = \$600.00
 - ii. Thornhill = \$483.81
 - iii. SouthData = \$19.55
 2. Reserves = \$55,734.19
 - a. MMA - \$9,903.47
 - b. CD = \$45,831.44
 3. Dues/Fees/Fines:
 - a. Dues Paid = \$250 (YTD = \$20,750) (Grinnell)
 - b. Late Fees Paid = \$150 (Grinnell-\$100; Carlson-\$50)
 - c. Outstanding Dues = \$250 (Pullin)
 - d. Late Fees Due = \$100 (Pullen)
 - e. Fines Due = 0
 4. Major Expenses Planned for 2022:
 - a. Tract D Surfacing = \$7,000
 - ii. There was an email exchange with HOACS about filing a lien on lot 53.
 1. Juanita at HOACS talked to the listing agent so they are aware there are dues owed.
 - e. ACC Liaison
 - i. Violation status
 1. 58 – Trailer and camper visible
 2. 53 – Has had a notice sent
 3. 21 – Burned fence was removed

4. 50 – Unleashed dog
 - a. We need to follow our violation protocol.
 - b. Bylaw 7.4
 - i. 6/16 next step would be a formal violation notice
5. The benches at the park could use a coat of paint to freshen them up.
 - a. Tom will take care of that.

5. Old Business

- a. Potluck Planning – Aug 6
 - i. Date is determined, will post on Facebook.

6. New and Deferred Business

- a. Liability Discussions – Insurance
 - i. There is a large tree that has fallen over in tract E
 1. Should we schedule an annual inspection/walk-thru to check the neighborhood common areas to mitigate any safety issues.
 - a. Playground equipment
 - b. Park E woods
 - c. Streets, curbs, drains
 - d. Entry landscaping and walls
 - i. Tom and Mark will do the walk-thru
 - e. Marc moves that we implement a formal annual safety inspection once per year, seconded by Karen. Motion approved. During the month of June.
 2. Should we have signs “use at your own risk” at the entrance to the Tract E woods?
 - a. Steve moves that we consider putting up signs regarding using caution, use for residents for Tract E and Tract D. Bruce seconds. Motion approved.
 - i. Steve will send the desired wording to the board. “Use at your own risk, residents only, no fires, no fireworks, etc....”
 - ii. Marc will ask AJ about the signs that we have in the playground
 - iii. Tom will install the signs
 - b. Board Elections – Any Needed?
 - i. The turnover of the board led to staggered start dates within the established timeline.
 - ii. Bylaw 3.2.1, we will waive the third cycle of 3.2.1 and consider Marc to adjust for past vacancies and re-establish a normal cycle.

7. Review Action Items

- a. Carryover Items
 - i. 13th Ave Road Issue Follow-up – Tom
 1. Tom talked with the owners
 - ii. Bid updates for Landscaping projects – Tom
 1. Bark at entrance is done.
 2. Tree at tract D was removed
 3. Trees at tract B were pruned and an Alder was taken out
 4. Debris was removed from playground
 5. 7/7 Bark will be delivered to the playground
 6. Tom will bid out and buy some gravel
 - iii. Letter to Owners on Dues and Violation Fines Issued – Steve
 1. This was done.

- b. New Items from this meeting
 - i. Marc; Juanita sent an online seminar about understanding reserve studies. Next Wednesday
 - 1. Marc recommends Bruce attend
 - ii. Marc drove the neighborhood.
 - 1. Do we have a set of standards
 - a. Tom (ACC), along with Bonnie and Patty determine when a friendly letter is appropriate.
 - iii. Action Items
 - 1. Tom and Marc to do a walk-thru/safety inspection to assess entry landscaping and walls.
 - 2. Steve will send out proposed wording for “use at your own risk” signs in tracts D and E.
 - 3. Marc will ask AJ about the existing signs so we can be consistent with new ones.
 - 4. Tom will install new signs
 - 5. Tom will supervise 7/7 bark delivery to playground
 - 6. Tom will bid out and purchase gravel for the playground pathways

8. Adjourn

- a. Motion to adjourn meeting by Steve. Seconded by Bruce. Meeting adjourned at 6:26 pm