

**POINT RICHMOND RIDGE HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**June 9, 2021**

Minutes of the Board of Directors Meeting of the Point Richmond Ridge Homeowners Association, Gig Harbor, Washington, held at the Treese residence in Gig Harbor, Washington at 5:08 p.m. on the 9th day of June, 2021.

**1) Call to Order (5:03 PM, June 09, 2021)**

- a) Board Member Steve Treese called the meeting to order at 5:03 pm.

**2) Establish Quorum**

- a) All board members present and quorum was met.
  - i) Present: *Steve Treese, Karen Streeby, Bruce Harjehausen, Polly Brantner*
  - ii) *Also present: Hal Herzberger*

**3) Approve BOD Meeting Minutes from Apr 2021 Meeting**

- a) Motion by Bruce, seconded by Polly to approve the minutes of the Regular Meeting of May 2021, Motion Carried

**4) Officers' Reports**

- a) President
  - i) Add Financial Review to New Business
  - ii) M. Janes had asked about flushing the fire hydrants
    - (1) Steve found that the flushing is done by WA water on a 5-year maintenance schedule
  - iii) The fire department recently added new blue reflective markers in our roads
  - iv) The fire department also painted the fire hydrants
- b) Secretary
  - i) Handed a formal letter of complaint to Steve from lot 43 re: lot 53
- c) Treasurer
  - i) Savings – we have about 11,343K
  - ii) CD 45,608
    - (1) Those two make up the reserve account
  - iii) We have \$22,044 in checking

- iv) Recent payments made;
  - (1) There were checks made to Thornhill and HOA services
  - (2) There were two automatic debits – for WA water and for Legal services
- v) One dues deposit made by lot 53
- vi) Budget vs. Actual. 5,595 is our budget and we have only spent 6,067
- d) ACC Liaison
  - i) Sent a list of the properties to the BOD of properties in question
    - (1) Lot 72 – They have unfinished work that has been in various states of progress for years.
      - (a) The lot is owned by (but not occupied by) Heuberger. The Heubergers have designated their daughter who lives in the house as power of attorney. They believe we are too strict on policing the grass. Polly has offered to take pictures of the property and Steve will send them to the owners.
      - (2) Lot 63 – Owner has a plan to address the weeds per discussion with Polly and we will hold off on action.
    - (2) Lot 63 – Owner has a plan to address the weeds per discussion with Polly and we will hold off on action.
  - ii) Polly will prioritize the list of violation letters and focus on the most extreme needs first.

**Commented [KS1]:** Bruce, I am a little unclear as to what this actually means, in laymans terms. Could you help articulate this statement a little better than I can?

## 5) Old Business

- a) Reserve Study
  - i) Jill at HOACS received a proposal from RSG.
    - (1) They recommend a level II study for \$1,315.
    - (2) Karen motions to authorize the \$1,315 for the Reserve Study. Seconded by Polly.
      - (a) This will be pulled out of the contingency.
      - (b) Bruce will notify Jill that we will proceed with the caveat that we get to approve it before it's final.
- b) Road Repairs
  - i) Bruce prepared a chart with various scenarios
    - (1) Assumes we are in the 12 – 18K range to get things fixed now.
    - (2) Bruce will get a quote from Asphalt Patch Systems and 2 other repair companies
- c) Protective Covenants Extension
  - i) Nine are in so far, which is 21%
  - ii) Steve created a chart illustrating what would be allowed if our protective covenants lapse.
- d) Playground Repairs
  - i) Steve got a few quotes
    - (1) There are two bids, and we will go with The Handyman Can
    - (2) Steve motions that we award to Handyman Can, seconded by Polly. Estimate is \$280
- e) Playground Gardens Maintenance

- i) Steve and Polly met with Mike Thornhill
  - (1) He has not increased our rates for over 10 years, but rather he has reduced his services to fit the budget.
  - (2) We asked him to give us some proposals for some items such as adding gravel and bark.
- f) Financial Review
  - i) We need to do a financial review
    - (1) We need to put out a statement of our true financial status each year.
      - (a) We could get a small group together (excluding the BOD) to review and look through the books to make sure everything is in compliance.
      - (b) Or we could consider ourselves (the board) the separate committee since we review it every month.
    - (2) We will make sure we have HOACS do a year-end financial statement.

#### **6) New Business**

- a) Neighborhood BBQ
  - i) Karen will put out a poll on the FB page to gauge when people are available

#### **7) How strict do we get on enforcing covenants**

- a) items in the backyard
  - i) Hal notes that 10.A mentions yards. Not front/back, just yards
    - (1) Steve leans towards not enforcing back yards
    - (2) Consensus is not to enforce backyards if we can't see it from the street.
- b) Are tents/carports something we should enforce if they were not approved by the ACC
  - i) Consensus is that we define tents as "covers"
  - ii) We will reach out to owners with tents / accessory structures that have not gotten approved, ask them to submit a request to ACC
- c) How hard do we want to enforce vehicles and boats in driveways
  - i) Consensus is yes, enforce boats and vehicles out front
    - (1) Starts with a friendly reminder
- d) What constitutes "screened from view" by neighbors
  - i) Prior ACC was very cognizant with how we defined "sightly"
    - (1) Polly will send letters to lots 22, 55 and 53 for accessories
    - (2) Polly will have letters sent letters to lots 53 and 50 re: boats

**8) Review Action Items**

- a) Polly to take photos of landscaping at lot 72 for Steve to send to the owners.
- b) Polly to prioritize the list of violations to focus on more extreme first.
- c) Bruce to notify Jill at HOACS that we will proceed with the reserve study.
- d) Bruce to get quotes on road repairs.
- e) Steve to contract with Handyman Can for playground repairs
- f) Karen to poll on Facebook re: preferred date for neighborhood BBQ/Potluck

**9) Adjourn**

- a) Bruce made a motion to adjourn the meeting at 6:56 pm. Seconded by Polly. Motion Carried.