

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

**Wednesday, March 15, 2023, 5:00 PM PST
Streeby Residence**

Meeting Minutes

1. Call to Order, 5:00 PM, March 15, 2023
 - a. Attending: Karen Streeby, Bruce Harjehausen, Tom Mckee, Marc Janes, Steve Treese
2. Establish Quorum
 - a. Quorum established
3. Approve BOD Meeting Minutes from February 2023 Meeting
 - a. Marc moves to approve as amended, Bruce seconds, Minutes approved.
4. Officer's Reports
 - a. President
 - i. Will discuss below in new business
 - b. Vice President
 - i. Will discuss below in new business
 - c. Secretary
 - i. Nothing to report
 - d. Treasurer
 - i. Checking Acct = \$23,448.45
 1. debits:
 - a. HOACS = \$1,076.54 (Fee = \$600; Filing Fees = \$9.98; Microsoft Fee = \$466.56)
 - b. Thornhill =
 - c. SouthData (postage/supplies) = \$1.63
 - ii. Reserves = \$80,921.59
 1. MMA - \$80,921.59
 - a. \$6.47 Interest credit (\$9.37 ytd)
 2. CD = \$0.00 closed and moved to MMA
 - a. \$39.10 interest credit (\$78.23 ytd)
 - iii. Dues/Fees/Fines:
 1. Dues Paid = \$3,500 (\$19,625 YTD; 78 Owners)
 - a. 13 paid in February = 12,725 (Miller only paid 225)
 2. Late Fees Paid = \$275
 - e. ACC Liaison
 - i. Will discuss in new business
 5. Old Business
 - a. Signature Sheet for Reserves Account Withdrawals – Steve
 - i. Two signatures required.
 1. Steve brought the sheet to have Bruce (Treasurer) sign along with Steve
 6. New and Deferred Business
 - a. Plan for bidding asphalt work this year
 - i. Bruce has reached out to his contact Dave at WA Asphalt Paving Association

1. A date has not been set. Bruce will set a date with him to come out and walk our roads
2. Once we figure out what we are going to do, we can proceed with getting bids
 - a. Bruce will put together a scope of work when we are ready
- b. Late dues, mailing of bills in December, USPS delivery issues?
 - i. Already discussed some in treasurer's report above
 1. The list from HOACS is missing the people that were on January's aging report. Those people should be on the report as either paid or still owing.
 2. Bruce to compare the January list and cross-check with the Feb list.
 3. Bills were mailed to all Owners on December 20th per HOACS records. Even with slow mail service, bills were delivered in late December and early January. Vast majority of Owners paid within 30 days of the due date (I.e. within 30 days of January 1). On this basis, dues waivers are not going to generally be granted.
- c. Letter to Purdy Topsoil & Gravel re: truck traffic
 - i. Their General Manager has responded to us and he has told the drivers not to drive through our neighborhood.
 1. He asked us to call him if we see the trucks coming through again
- d. Private road and heavy truck traffic signs, PRR community sign for north entrance
 - i. Need to come up with appropriate wording to deter heavy, oversized vehicles not conducting PRR business
 1. Steve to put a request in the 2nd quarter newsletter for people to let us know if they see a truck
 - ii. Would also put a sign at the 140th entrance that indicates our neighborhood as there is no monument there
- e. Ideas for Helipad area improvements
 - i. Big chess board out of paving stones
 - ii. Frisbee Golf
 - iii. Garden Labyrinth (with paving stones)
 - iv. Horseshoe Pits
 1. Steve will put something in the next quarterly newsletter to solicit opinions
- f. Water pressure regulators – option for owners
 - i. Marc
 1. Washington Water said they would reimburse any owner who has demonstrated high water pressure (above 80) to put in a pressure reducing valve in (via credits on their monthly bill) for roughly \$160
 2. If you have not installed one yourself, Washington Water will provide a pressure reducing valve (but the cost of installation would be the responsibility of the homeowner)
 3. Marc to follow up with Washington Water to get clarification, will find out their requirements are for people that are interested
 - a. Once Marc finds out details, Steve will put this in the second quarter newsletter
- g. New Thornhill Landscaping contract
 - i. There are some missing items in the contract
 1. Tom is going to follow up with Thornhill to fix the contract

7. Review Action Items

a. Carryover Items

- i. Assessing water issues with road, Lots 8 and 9 – Bruce
 1. The source of the damage needs to be identified and fixed. This falls outside the realm of Dave from the Asphalt Association

2. The water is pumped out of the basement of Lot 8 via sump
 - a. The discharge should be redirected and pumped out onto 13th Ave NW or toward 14th Ave NW.
 - b. Tom will go look at it and talk to Lot 8
 - ii. Add reminder to 1st Quarter Newsletter about moss removal – Steve
 1. Done
 - iii. 1st Quarter Newsletter: request for Board candidates – Steve
 1. Done
 2. Include note in Newsletter about security - Steve
 3. Done
- b. Action Items from this meeting
- i. Bruce will set a date Asphalt Dave with him to come out and walk our roads
 - ii. Bruce to compare the January aging report list and cross-check with the Feb list.
 - iii. Steve to put a request in the 2nd quarter newsletter for people to let us know if they see a large unauthorized truck on our roads
 - iv. Steve will put something in the next quarterly newsletter to solicit opinions on use of the helipad
 - v. Marc to follow up with Washington Water to get clarification, will find out their requirements are for people that are interested
 1. Once Marc finds out details, Steve will put this in the second quarter newsletter
 - vi. Tom to follow up with Thornhill to fix the contract
 - vii. Tom will go look at it and talk to Lot 8 re: the water from the spring
 - viii. BOD to give Steve feedback on better wording for a sign to keep big trucks out

8. Adjourn

- a. Meeting adjourned at 6:20 motioned by Bruce, seconded by Tom.