

**Point Richmond Ridge HOA**  
**Board of Directors Meeting**  
**Wednesday; April 17, 2024, 6:00 PST**  
**Treese Residence**  
**Meeting Minutes**

1. Call to Order, 6:00 PM, April 17th, 2024.
2. Establish Quorum
  - a. In attendance: Tom Huffman, Steve Treese, Marc Janes, Bruce Harjehausen, Tom McKee
3. Approve BOD Meeting Minutes for March 20, 2024
  - a. 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 March budget numbers had not been received from HOACS by tonight's meeting time.
5. Old Business
  - a. Updates on Website lagging – Steve/Marc
    - i. Steve T reports that our HOA website disappeared last month for no apparent reason. AJ Montgomery was able to quickly retrieve our information, rebuild the site and get it back up and running. Marc, Steve, and AJ conducted a web meeting on 4/15 to further discuss AJ's future replacement and backup training of a board member. They have a potential candidate but nothing solid currently. AJ agreed to stay on until at such time he moves from the neighborhood.
    - ii. The upcoming National HOA (potential) included Corporate Transparency Act status was updated by Steve T. He has continued his discussions with Juanita, our HOACS contact, and will tune in to a national webinar on 4/19, that will be discussing efforts on having HOA's left off the list of associations that must report.
    - iii. Financial Audit – No progress, deferred to next meeting.

- iv. Reserve Study Plan – Bruce deferring update of plan until July road patch and seal coating completed and final cost determined. That will provide a more accurate idea of where we will stand moving forward.
6. New and Deferred Business.
- a. Pierce County Zoning Density Changes – After reviewing the plan, Steve believes it will not affect us due to the way the neighborhood is configured. No further action is recommended currently.
  - b. Information for Escrow for new owners – Steve has updated the information for those new individuals that are and will be contacting the HOA regarding details needed for their paper work.
  - c. Playground Boarder Material repair question – Tom M has had an inquiry from Lot #20 regarding worn boarder material between the lot and playground. Tom is checking the demarcation to determine whether the lot or playground is responsible for it and will get back to the board meeting with next steps.
  - d. Tom Huffman SharePoint setup and training completed.
7. New action items from this meeting
- a. Follow up letter to Lot #9 on water issue solution – Further face to face discussion had with owner and a better understanding of situation. Now waiting for follow-up letter back from Lot #9 owner on his suggested actions to mitigate issue.
  - b. Playground fresh chips project completed. Thanks again to those who volunteered to spread chips and save the neighborhood additional expense.
  - c. Completed 1<sup>st</sup> quarter newsletter mailing to owners.
  - d. Continue work on Website transition of webmaster duties plans – All to work with AJ.
  - e. Storm drains cleaning to be to be scheduled after road sealcoat project is completed in July.
  - f. Follow-up second letters with fines and new letters on HOA owner violations will be going out from HOACS shortly. Note there is a 30-day period for cure that begins the day the letter is postmarked. The list includes the third letter and \$250 fine for Lot #72 auto removal, Lot 67 second letter and \$125 fine for moss on roof. Lot #3 will receive a violation letter for moss on roof and yard neglect. Other receiving letters for yard neglect are Lot #11, #18 and #51. Lot #73 will receive a letter for excessive weeds on front yard road boarder strip.
8. New Items for Next Meeting
- a. ACC follow-up report on lot maintenance survey
9. Adjourn

Motion to adjourn by Tom M and seconded by Bruce. Adjourned at 7:30 PM.