

SALISHAN HILLS OWNERS ASSOCIATION BOARD MEETING
FRIDAY, JANUARY 15, 2021
TELECONFERENCE
1:30 PM CLOSED EXECUTIVE SESSION
(Manager and Secretary Contracts)
2:00 PM GENERAL SESSION

Board members in attendance: Terri Parker, Chuck Feist, Joe Peragine, Teresa Baron, and Beau Horn on the phone, also Kathy Lebeuf, Island Board President

Members who phoned in: Mark Sanders, Adele Cooke, Deanna Davis, Sharon Jorgensen, Bill Rosacker, Chris Wilcox, Julie and Mike Pearson, David Bigelow, Daniel Mahon, Peter Berger, Nanci Johnston, Jeff Starr, Joanne Lednicky, Cheri and David Hill, Scott Barrett, Shaelyn Strattan, Jim Wiggins, Dawn Girard

Meeting called to order at 1:30 pm and immediately adjourned to Executive Session to discuss issues of personnel and contracts. Terri Parker, Kathy Lebeuf, Chuck Feist and Joe Peragine present.

Call the public meeting to order at 2:00pm

1. Quorum declared.
2. Minutes from November 13, 2020 SHOA Board Meeting adopted.
3. President's Report

(EXECUTIVE/CLOSED SESSION REPORT) Discussion of Property Manager's responsibility. Board recommended to increase her pay by 1.76% increase and increase her month hours by 10, on a temporary basis, until there is a full transition of duties. For the additional work, a \$1,000 bonus was approved. The Manager's workdays and hours are Monday – Friday, 8am – 5pm. Evenings and weekends are only based on prior appointment and emergencies. This will allow the board to better manage PM time and the understanding of the Manager's role.

(EXECUTIVE / CLOSED SESSION REPORT) Hire a new secretary. Nanci Johnston has vast experience. She will be taking on secretarial duties for both Bluffs and Islands as well as the Hills.

Motions for both recommendations were made in Open Session and were adopted unanimously by the Board members.

Open session – Given it is a new year, Terri Parker asked if any current board members have any concerns with her role and/or interest to take over the president position. Board agreed she is doing a great job.

4. Manager's Report

Lot 491 is in arrears for nearly \$9,000. The collection agency has just received \$500.00 in payments. SHOA does have a lien against the property. The lot was just listed for sale.

Lot 474 has asked the board to waive \$480 in late fees. Their account is now current. Baron suggested we reduce it to \$240. Feist made a motion, Peragine seconded. Vote was unanimous.

An FDIC account for SHOA reserve funds is needed. Baron contacted Columbia Bank on the advice of our CPA to find out the requirements of a "swipe" account. This is low interest paying but meets our needs and allows online banking. We will be contacting First Interstate Bank to see if they have the necessary services. We will determine what type of account and banking institution best meets our needs. Parker is to determine who will be 'signers' on the account and authorize bank transfers. Peragine made a motion, Baron seconded, all approved.

Last special assessment installment invoices were mailed out in December.

Landscape letters are 60-days out. Parker and Baron will review all lots in the next month to note work yet to be done. Completion and Fine letters will follow the review.

Current landscape contract does not specify that Lakeside Landscape is to collect homeowners' yard debris left alongside the road. Homeowners are responsible for disposing of their green waste to the proper area. No. Lincoln Sanitary will be offering green-waste cans at \$6.85 per month. Homeowners will be receiving notification from No. Lincoln Sanitary Services.

Two catch-basins on Island Road are scheduled to be replaced by Dan Price. Quarterly cleaning of all SHOA Drains is being done.

Asphalting; Four roadways sites need to be repaired to correct the poor original pavement this past year. There is a new landslide on Salishan Drive. Contractor will be coming next week to repair, weather permitting.

Green waste is going well with people having to call for the lock code. Horn had suggested SHOA purchase a woodchipper to have at green-waste in our last meeting. I checked into different machines, ranging from \$500 to \$5000. Also discussed liability.

Winter storms have taken down several large trees throughout the community blocking roads. All areas have been cleaned up and fallen trees removed. The culvert in the Fairway pond got plugged by large logs, flooding Fairway Drive. (Fairway was closed for about 8 hours). Dan Price was contacted. After 20 hours of pumping water from the pond, the culvert was able to be accessed, the logs were removed, and the culvert was cleared. Metal posts have been added in front of the culvert to prevent this from occurring again.

Neighbor complaints: These are coming into the property manager. Please abide by the rules and follow the proper protocols.

6. Treasurer's Report

David Bigelow and Scott Barrett went over the monthly financials. Terri Parker requested that the accounts be broadened to show offsetting SHOA money from tree work.

7. Committee Reports. No committee reports to read.

RULES AND REGULATION COMPLAINTS AND COMPLIANCE

New Complaints: Dogs off leash. Garbage cans being left out. Exterior lights being left on all day and night, shining through neighbor's residence and or into the street.

OLD BUSINESS

1. Lot 563 Appeal (3:15pm)

Lot owner appealed his fine of \$500. He asked "in the HOA's" where is the section on making changes to the outside of one's home? Board member responded:

Declaration 4.2.

Homeowners were fined for parking their vehicles on a gravel pad which had been added without obtaining requested Design Committee approval. Parker expressed the importance that any changes to the outside of one's home needs to be submitted to the design committee for approval before the project is begun.

Board members asked questions and discussed. Parker asked for a motion to change the fine. No motion was made. The violation stands. The fine has been paid. \$250 will be refunded when the area is asphalted and made into a legal parking area. 6 months for completion.

2. Lot 525 Woodpile

Homeowner submitted a letter to SHOA for their appeal. They offered to have all wood moved within the next 2 years. Lot 526 asked for clarification since the wood is stacked on his property line. The Board discussed what the CC&Rs say on Woodpiles and if they wanted to change this requirement. No motion was made. Motion was made to accept homeowners' solution to use all the wood no later than 2 years. Unanimous approval passed.

NEW BUSINESS

RULES AND REGULATION DOCUMENT

Parker and Baron have spent a great deal of time going through the Rules & Regulations. The findings were that items which are significant issues in the Plan and Declaration were not called out in the Rules & Regulations. Inconsistency abounds. The Board was given a new draft of the CC&R's and the Resolution for Enforcement of Regulation Exhibit A, which need to be updated and resolve inconsistencies. Specifically.

Design Rules for New Construction & Renovation

The specific rules and authority that all owners must follow on any work to the structure or exterior of their house must follow the Design Committee documents, the authority specified in the Declaration & Plan documents.

All owners should check those documents for requirements BEFORE the project is undertaken. Without such review, owners may be subject to fines as published in SHOA's Enforcement Document, revised schedule of late fees and fines. Several items have been removed or moved to other areas which will provide better understanding and answers,

HOA DUES, ASSESSMENT AND FINE SCHEDULE Document, EXHIBIT A

This document was reviewed, changes made to be consistent with the redrafted Rules and Regulations. Some new fines, for example, vandalism, \$100 per incident, parking in a non-approved area \$100 per day, parking in the tennis court driveway \$100 per day. Green waste, illegally dumped, \$100 per incident and others were added or revised. The owner being fined, may always appeal. At that time, the 'clock-stops' pending further review, conversation, and resolution.

Board comments: Baron asked that the board review the last two pages, to make any final changes before final approval and posting on the website. Feist, Horn and Peragine feel that the changes are appropriate and well stated. Horn mentioned several items, not about the fine schedule.

Motion made to approve both documents by Peragine, seconded by Feist. All approved. This new information will be sent to the government agencies. The revised documents will be sent to all owners following SHOA CC&RS requirements for owner notification.

Lot 433

1. At the time of purchase, homeowner applied to the Design Committee for several exterior changes. Homeowner followed the process at the time. The project was not completed in the given timeframe. The property, now, seems to be surrounded by unused construction materials. Wood piles, trash cans visible, camper shell, traffic cones, generally, unsightly and impacts the neighborhood.
2. This property has been used as a rental property for quite some time. The current renter is listed as an individual. It appears multiple people are residing at the house who do not appear on the rental agreement.
3. The property originally had a one car garage and paved parking for one vehicle. Over the last many months, a gravel section behind the home, which was requested four years ago as a path to the back garden, is now being used as a parking spot. Parking is now taking over the cul-de-sac.
4. There have been complaints about drones being flown, noise from the residence, there is a list of violations. The property manager and Board President have both spoken to the renters.

Terri Parker is requesting that the Board approve a fine to represent the issues. The owner will have an opportunity to appeal. The owner has been made aware by several phone calls that parking is not allowed on unpaved areas. The owner asked what it would take to pave the area. Guidelines were given, but no owner follow up.

The fine letter is currently in *draft* status. There is a 60-day response, resolution time frame. Feist made a motion to send the letter with the fines and infractions. Baron seconded, all approved.

Design Committee Discussion

The Design Committee would like to add a new requirement to the new construction guidelines. It would require any new construction to obtain a Geotech study.

Other changes would clarify placement of trash cans, woodpiles, dog runs, generators, Storage sheds attached to the house. Commercial storage/tool sheds, property fences and clotheslines are not allowed.

Motion made to approve this addition by Peragine, Feist seconded, all approved.

Budget Committee

CC&R's require that a budget committee be established. Terri Parker asked the treasurer, David Bigelow if he would be heading up the committee this year. He informed the board, this would be his last meeting as SHOA treasurer, he gave his resignation.

Nominating Committee

CC&R's require a nomination committee be established. There will be three positions up for re-election this year. Terri Parker, Teresa Baron and Beau Horn's positions. As a board member, Chuck Feist said he would head up the committee.

COMMENTS FROM THE BLUFFS, HILLS, or ISLAND

Are there any comments from the Hills?

Lot 429/430. Recommended the word "paved" in document be changed. Wording cannot be changed without 2/3 community vote, which is not possible at this time. As to 433, their lease is coming due and now might be the time to move them into compliance.

Are there any comments from the Islands?

Unit 10. Question... follow up to the paving which has been discussed. The owner would like to know about Island Drive, how much of the road might be repaved? Terri Parker stated that there has not been a discussion about paving all (any) road, which would cost more than one-million dollars. If you are asking specifically about Island Drive road, you need to determine a time to speak and address the needs of the Islands Drive repaving. Follow-up question, "What currently is outstanding at this time, left to be done"? Parker mentioned that the contractor has been contacted to complete the project fixed to an acceptable fashion. Once the information is received, it will be shared. Additional questions about that portion of the road belongs to SHOA and is their responsibility.

Adjourn Meeting at 4:16pm
Next Meeting March 19, 2021