

Salishan Hills Owners Association
Board Meeting
Friday October 7, 2022, 2:00 p.m.
Sitka Conference Room @ Salishan Coastal Lodge
and Teleconference

Board Members in attendance. Terri Parker, Teresa Baron, Sherry Barrett, Erik Barton, Joe Peragine, and Scott Barrett, Treasurer.

Owners attending: Laura & David St. George, Dawn Koester, Deborah & Ron Childs, Arla Baragae, Bob Raynor, Joanne Lednicky, Peggy Starr, Cathy & Peter Berger, Patti & Richard Little, Charles Romero, MaryJo Hessel, Lauren Hoyt, Ginny Perry, David Hill, Melissa & Luther Nornes. Teleconference: Susan & Michael Dottarar, Julie & Mike Pearson, Duong Phuong and one anonymous unidentified caller.

1. Called the meeting to order @ 2 pm
2. A quorum was established
3. Minutes from July 15, 2022, meeting was unanimous approved by the Board

4. President Report

Parker discussed the Closed Session Meeting on July 15, 2022. Secretarial Contract was discussed, there were three candidates and the board unanimous awarded the contract to Teresa Baron. Contract to be posted on the website. Review of the Schooner Creek Designs for the main gate, comments in reference to a design change in the SHOA Board goals for the remainder of this fiscal year. Tennis Court Pavilion, Completion of the two-entrance gate design work projects. Activation of the Emergency & Safety Zone program, Re-structure SHOA committees. Members are appointed for a 2-year term. Appointment of committee members to the Design Committee, Road and Drain and Landscape Committee, Missing charters are being written for some of the committees. Recruits are still needed for many committees. Recommendations are submitted to the Board President and the appointment is from the SHOA Board President which is consistent to the SHOA CC&Rs.

5. Property Manager Report

Tennis Court Pavilion - Structure was reviewed by Stricker Engineering. The report is attached, the pilings are in good shape but the railing and decking need to be replaced in many areas. Barton recommended to begin the bid processing for the repairs. Zook Tree Service has begun the annual Forest Maintenance. Letter was received from Salishan Coastal lodge to remind SHOA community; the lodge is private property and permission is needed to have vendors on their property. Reminder of vendor work hours each week, no radios, or dogs. Two e-mails received

from SHOA homeowners/golfers that music was blasting from workers at two different homes sites.

Signage is to be repaired on Spruceburl, damaged by No Lincoln Sanitary driver.

Catch basins and drains are being cleaned.

Vendors have mentioned time taken away from their work because of interference from homeowners. All homeowners should contact the board or property manager with any concerns or questions.

Illegal parking of vendors on roadsides. Trash vehicles were not able to get to homes on three separate weeks due to vendors and homeowners parking on the roadways.

Review of entry gate remotes and access codes.

Violation from SHOA homeowners on the Salishan Leaseholder's property.

Reminders: trash cans are to be put away by end of trash pickup day. Pick up pet waste. Green Waste violations, contractors using the area, lock and chain stolen.

6. Treasurer's Report

Scott Barrett briefed the Board on the most current income and expenditures. He reviewed the compilation report for Fiscal Year 2021-2022. One suggestion pointed out in the review letter was to transferred funds from checking to a FDIC account at Bank of the West. Parker thanked Barrett for all his work and reminded the community that the compilation report would be e-mailed to each homeowner in the next week.

A motion was made to add Erik Barton to the SHOA Bank of the West operation checking account as an authorized signer. Baron made the motion and the board unanimous approved.

7. Committee Reports

Road and Drain Committee - Sherry Barrett, chair gave a detailed report of the committees meeting. The committee is working on formatting a 5-year plan. SHOA roads have been divided into sections and committee members are identifying problem areas, logging them to prioritizing repairs projects. Email had been received from Unit #540. Three large "sink" holes on Fairway Dr near their driveway. Property Manager has consulted from Dan Price, SHOA's Road Contractor. The area was reviewed, and recommendation given to wait to repair the area until the construction on the lot nearby is finished and better weather. Baron asked if adding gravel to the holes would be a good temporary fix. No, it would worsen the problem.

Emergency & Safety Committee – Presentation to be given later in today's meeting

Design Committee – Peragine stated three roofs, four home painting projects, 1 deck replacement, piling project, 4 different tree requests have all been approved by the committee. There are currently two new home constructs.

Communication – The committee is creating a charter.

OLD BUSINESS

Due to timing, the issues of 401-403 tree status were deferred to next board meeting.

NEW BUSINESS

Unit/Lot Owner 460 has requested an appeal to the Board for fines received for violation of lot maintenance. Parker gave a history to the Board of the fines. Documentation was passed out to board members to review. Certified letters had been sent over the past few years with no completion of violations. Lot maintenance and lot signage. The lot sign's placement is a safety measure. The late fees have been adding up each month and fine total is currently \$1060.00. The owner states he is a on the sanitary District Board, owner of a local restaurant, he does not make much money and does not have the funds to pay the fines. He states he is not aware of his property line and has thought the violation in reference to the vegetation (ledge) was on his neighbor's property. He is asking the board to waive all fees and fine. He stated he has requested the work to be done and thought it had been done and even paid the vendor he had hired. With Covid and financial issues, he assumed he had done the work and did not need to pay the fines or see if the work he had contracted met the correction of the violations. Parker suggested get a definition of property line. Recommended neighbor Ron Childs to help. And finish the appeal process at the next meeting. Barton said he thought the late fees should be waived and the unit owner should be responsible for the initial fine of \$300. The unit owner is to complete the outstanding work on his property, contact the property manager to verify the completion and pay the fine within 60 days. Barton made a motion to reduce the fine to \$300, the board unanimously agreed. Letter will be sent to the homeowner.

Parker suggested the Emergency and Safety Committee should give their presentation since many homeowners had come at 3 pm to participate.

EMERGENCY & SAFETY COMMITTEE PRESENTATION

Erik Barton and David St. George introduced themselves as the co-chairs of the committee. Barton had a PowerPoint presentation of the goals of the committee. The Zone Leader program had been organized many years ago. The fundamental structure of the program is in place. They are looking for volunteers as Zone Leaders in the already defined "8" Zones. Once the Zone captains are in place, the training and program will be active in case of many types of emergencies in our community. This is the first presentation given to get homeowner interested in volunteering and active in the well set up plan already in place by past volunteers. St. George talked about the responsibility of each homeowner being prepared at home. Go bags, medications, personal documents, things you need to have prepared in case of a true emergency, (flashlights, water supply, non-perishable food, radio, extra batteries, family first aid kits, supplies ready in your car, and the goal is to first be prepared at home and then on a committee level. St George provided handouts to the group, HELP/OK Signs and an informational booklet provided by the Red Cross. There was a question-and-answer

period. Zone Leaders are needed to activate the program. More meetings will be held as the Zone Leaders get in place. Road Exit Plans and Shelters will be defined. Erik Barton stated Teresa Baron is the contact person for your interest and any questions. She will forward all communications to the committee chairs. Barton concluded his presentation and turned the attention back to Board President Parker to conclude the Board Meeting

NEW BUSINESS continued

Bluffs Entry Gate -the bid from Schooner Creek Designs was presented to the board for approval. The project will mirror the main entry gate structure. Barton motioned to approve the bid, Barrett seconded the motion and the board unanimous approve the bid.

Parker stated the social committee is working on the Cookie Exchange for December, detailed to be determined.

Discussion and Approval of Clarification to Design Review Rules was deferred to next Board meeting, due to time.

Parker asked if there were any questions from the Hills, Bluffs, or Island. One homeowner asked if the footpaths near front gate were to be cleaned out. She and another neighbor have been trying to maintain it, but so overgrown. Baron stated it was a Landscape Special Project for the next few months.

Meeting Adjourned at 4:24 p.m.

Next SHOA Meeting- November 18, 2022, Details to be determined