

Minutes

SCHOA Board of Directors Regular Meeting

January 16, 2020

Call to Order: 6:30 PM

Attendance:

Michael Morrey - President
Tim Ramsey – Vice President
Wolfgang Riss – Secretary
Crystal Dodson-Sabey – Treasurer

Management Company Representative: Lorne Martin

Homeowners: 3 residents in attendance

Minutes:

Motion passed to approve the minutes of the November 21, 2019 board meeting as written.

Officers Reports:

- Treasurer – No report
- Vice President – No report
- MAL – No report
- President – No report

Management Report: Violation, Collection and others are emailed to board members prior to meetings to save paper costs and to give board a chance to preview.

1) Collections:

A) Delinquent Assessments; Dec 12% (\$342,318 - 217 homeowners with balances due);
Jan 9% (\$305,186 - 166 homeowners with balances due);

- a. The delinquent amount reflects any balance due for assessments, legal fees, violation fines, late fees, etc.
- b. Payment arrangements have been made with several of these owners.

2) Violations:

A) Letters sent – December: 142

3) **Financial:** Statements are emailed to board members by the 10th of each month for review, and then the specified collection report is sent around the board meeting for more detail.

4) Maintenance:

A) Out for Bid:

- a. Green belt trail clean up – Scheduling walk through with Wright’s Logging to discuss options.

B) Current Bids:

- a. Vehicle Access Gate – Semi-Annual Maintenance // Programming
 - i. Guardian Gate Controls – \$375 per gate // 10 entries per month included \$5/ additional entry – Additional Maint Labor \$145/hr
 - ii. Great Gates NW - \$412 per gate // \$63 first 3 entries per month - \$63 each additional entry – Additional Visits \$212.00

Board approved Motion to hire Guardian Gate Controls for Semi-Annual gate maintenance and programming.

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- C) Work in Progress:
- a. Security Camera System Replacement. – Power is installed at light poles.
 - b. Remove the mulch around clubhouse garbage enclosure and replace with gravel and removal of walkway boarder boards on paths near clubhouse. To be done after the security cameras are installed in case trenching is still needed.
- D) Work Completed
- a.
- E) Work Orders
- a. W/O #001 - Light repairs at Ashford entrance - COMPLETED
 - b. W/O #002 – Repair AF pedestrian gate closing mechanism.
 - i. Guardian Gate looked at it and is preparing an estimate.
 - c. W/O #003 – Trimming shrubs hanging over sidewalk in Highlands.
 - i. Sent notices to H/O's to trim vegetation back from sidewalk. Following up to see if completed.- COMPLETED
 - d. W/O #004 – Repair hose bib at front of clubhouse – COMPLETED
 - e. W/O #005 – Entry key pad at AF gate is not functioning – COMPLETED
 - f. W/O #006 – Street light out at AF. Light pole # SLAD5583.
 - i. Leased light through PSE. Reported to PSE for repair.
- F) Ponds – Cleanup now 2-3 times a year.
- a. Will perform catch basin cleaning of all communities in spring prior to county inspection which will be sometime in May.

Committee Reports:

1. **Crime Watch Committee:**
 - o Shane reported there has been very little activity lately.
2. **Budget Committee:**
 - o No report.
3. **Committee on Forest Maintenance:**
 - o No report.
4. **Appeal Committee**
 - o Wolfgang reported there were 5 appeals reviewed on Wednesday. The committee's recommendations will be forwarded to the Board via email.
5. **ACC**
 - o Michael reported the ACC applications have slowed down for the season. As a reminder; homeowners are not permitted to make changes to the common areas.

Regular Business: (items discussed and decisions made on urgent items between meetings)

- None.

Old Business:

- The notice of the Annual Membership/Budget Meeting was held on 12/12/19. The minimum number of votes was not present to make a quorum for an official meeting. Therefore, no official business was completed, except the 2020 Budget was ratified as per RCW 64.90.525.
- The 2019 election has been completed successfully with a quorum of eligible votes received. The newly elected Board Members are Michael Morrey, Wolfgang Riss and Tim Ramsey. There were

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only three nominations received prior to the election which left two seats available. The Board appointed Crystal Dodson-Sabey to fill one of the vacant seats in October 2019. This leaves one additional vacant seat. The vacancy was posted on the Silver Creek HOA website on January 8, 2020 asking for interested members to submit a brief biography for consideration for appointment by the Board.

New Business:

- Election of Officers
 - The Board elected the slate of Officers for 2020 as follows:
 - President – Michael Morrey
 - Vice President – Tim Ramsey
 - Secretary – Wolfgang Riss
 - Treasurer – Crystal Dodson-Sabey
 - The Board also approved a motion to keep the current committees and committee members as they stand.

Open Forum: Questions/Concerns included:

- Homeowner asked if it was acceptable to mark his new sprinkler heads along sidewalk with flags when it snows to keep them from being stepped on. The Board said this was fine.
- A homeowner spoke to his specific matter regarding his property.

Motion to adjourn to Executive Session: 7:45 PM

Recall regular meeting to order (out of Executive Session): 8:25 PM synopses of decisions made:

- **Legal and collection matters discussed.**
 - The Board approved the attorney's recommendations regarding collection actions.
- **No other decisions made**

Meeting Adjourned. 8:30 PM