

Minutes

SCHOA Board of Directors Regular Meeting

January 17, 2019

Call to Order: 6:30 PM

Attendance:

Michael Morrey

Tim Ramsey

Bob Schultz

Management Company Representative: Lorne Martin

Homeowners: 5 homeowners in attendance

Minutes:

Motion made and seconded to approve the minutes of the November 15, 2018 board meeting as written. Vote to approve the minutes; *Motion carries.*

Officers Reports:

- President –
 - Mike reported that the Reverie at Silver Creek (Church Site) has installed a temporary fence along the property line at Premier. They are building a retaining wall and then will install a cedar fence at that location. They have also removed a large tree and stump on behalf of the association from the Premier property line at no cost to Silver Creek.
 - The fence at the end of Hillsboro green belt trail needs to be repaired. Motion was approved to have the fence repaired.
 - Stop sign is missing at Premier after construction was completed along Gem Heights Drive. Motion was approved to have any missing signs replaced.
- Vice President – Tim noted some trees along the green belt trail behind Southridge that should be looked at to determine if they may be a hazard after the recent wind storm.
- Treasurer – 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; December 14% (\$391,685.16 (245 homeowners past due); January 12% (\$385,151.77 (213 homeowners past due);
 - a. For a short period; because of the aggressiveness of collections, the dollar amounts go up (against the uncollected accounts) but the number of delinquent homeowners continues to steadily decrease as they pay off their balances (sort of working a curve that will go down the other side soon).
 - b. Payment arrangements have been made with several of these owners.

2) Violations:

- A) Letters sent – December: 143 January: 159
 - a. Letters ordered by board sent out as they are received and added to totals

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:

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- a. Adding irrigation system to common areas in Hillsboro & Country Hollow; Waiting for cost of new water meters from Rainier View Water.
- b. Change all light fixtures in clubhouse to LED. Requested estimate from Repair Works as well clubhouse parking lot lights.

B) Current Bids:

C) Work in Progress:

- a. Gate Keypad Access Replacement – Country Hollow & Grayhawk
 - i. Country Hollow & Grayhawk gate keypads will need to be upgraded to allow remote access for programming gate codes. Cost is \$4,241.80 each site including tax. – The existing remotes will work with new system per Sutherland.

D) Work Completed

- a. Gate repairs
 - i. Country Hollow (clubhouse side) – Gate operators need major repairs, cost to replace \$9,928.58
- b. Install 3 pet waste stations (\$280 + tax & installation +/- \$100 each); One at clubhouse; one at 178th St Ct E & Gem Heights Dr; one additional ???
- c. Sidewalk shaving (trip hazard repairs) in Brookfield (\$3,303.28); Ashford (\$639.84); Grayhawk (\$1,229.06); Hillsboro (\$3,500.16); Country Hollow (\$2,129.06); South Ridge (\$1,710.00) – TOTAL \$12,511.37 + tax - by Precision Concrete Cutting.
- d. 3 raised sidewalk section replacements that cannot be shaved down (Brookfield 18103 96th Ave. E, \$915 + tax; Hillsboro, Eastwood Dr E & Gem Heights Dr (East Gate) \$2,115 + tax; Hillsboro Dr E & Gem Heights Dr (Middle Gate) \$1,305 + tax; – TOTAL \$4,335 +tax - by Premier Paving & Sealcoat

E) Ponds – Cleanup now three times a year.

- a. May 7th County performed pond inspections. We received their reports June 25th requiring work to be done in Country Hollow, Hillsboro & Ashford by October 1st. Met with new Storm Water Dept Manager regarding wet ponds in CH. County is requiring ponds to be repaired to hold water per the original design.
 - i. Received one bid for Geo Tech inspection from AGES engineering to determine if there is a liner and if so, why it's not working (\$2,800). Waiting for additional bids from AESI & APEX Engineering.

5) Misc.

Committee Reports:

1. Crime Watch Committee:

- Shane reported a homeless camp behind Winco that the Sheriff's Department is following up on clearing it out. Once they are moved out of the area we will need to have Green Effects remove the debris.

2. Budget Committee:

- No report.

3. Committee on Forest Maint:

- Waiting for the report from the Forrester.

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4. Appeal Committee

- There were 7 appeals made via email. The Appeals Committee has made its recommendations to the Board on these.

5. ACC

- Still having problems with receiving incomplete submission packages. This slows down the process as they are returned to the homeowners and need to be resubmitted as complete packages. Owners are reminded to review the ACC Application Form for the list of items needed for a complete submission package.

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 12/14/18. The minimum number of votes was not present to make a quorum for an official meeting. Therefore, no official business was completed, except the 2019 Budget was ratified as per RCW 64.90.525.

New Business:

- Election Results:
 - Unfortunately, there were not enough eligible votes returned to represent a quorum for an official election. Of the 7,104 votes of the Association, only 516 eligible votes were received. Article 4 of the Bylaws requires 10% of the eligible votes to make a quorum. Therefore, as per RCW 24.03 the current Board Members will continue to serve until such time as their successors are elected. Board will interview the nominees for appointment to fill the vacancies per Bylaws Article 6.3.

Open Forum: Questions/Concerns included:

- None

Motion to adjourn to Executive Session: 7:00 PM.

(Exec starts 7:05 PM)

Recall regular meeting to order (out of Executive Session): 8:00 PM synopses of decisions made:

- **Legal and collection matters discussed.**
 - Board approved the recommendations of the attorney on collection matters.
- **Appeals Recommendations**
 - The Board approved the appeals as recommended by the Appeals Committee
- **No other decisions made**

Meeting Adjourned. 8:10 PM