

# Minutes

SCHOA Board of Directors Regular Meeting

June 16, 2022

Call to Order: 6:30 PM

Meeting held via Zoom Online Video Meeting

## **Attendance:**

Michael Morrey - President

Wolfgang Riss – Secretary

Virginia Frazer – Treasurer

Joshua McCoy-Redmond – MAL (absent)

Tim Ramsey – Vice President (absent)

Management Company Representative: Lorne Martin

Homeowners: 3 homeowners in attendance

## **Minutes:**

Motion passed to approve the minutes of the May 19, 2022 board meeting as written.

## **Officers Reports:**

- Vice President – No report
- Secretary – It is good to see the clubhouse being reserved and used. There continues to be graffiti on the sports courts which needs to be cleaned.
- Treasurer – No report
- MAL – No report
- President –
  - There is currently \$919,147 in the Savings account which is more than FDIC Insurance limit of \$250,000. The management company has recommended transferring \$500,000 or more from savings to reserves again this year.
    - Motion was made and approved to move \$500,000 from the savings account to the Edward Jones Time CD reserve accounts.

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

- **Collections:**
  - Delinquent Assessments:
    - May 16% \$196,445 – 292 homeowners with balances.
    - June 13% \$199,446 - 227 homeowners with balances.
  - The delinquent amount reflects any balance due for assessments, legal fees, violation fines, late fees, etc.
  - Payment arrangements have been made with many of these owners.
- **Violations:**
  - Letters sent in May: 299
- **Financial:** Statements are emailed to board members by the 10<sup>th</sup> of each month for review, and then the specified collection report is sent prior to the board meeting for more detail.

# Minutes

Google G-Suite Legacy Free Edition is being retired and will no longer be available as a free version. This is the system that the HOA utilizes for emails, etc.

Motion made and approved to transition to the Google Workspace Business Starter edition at a monthly cost of \$6.00 per user.

- **Maintenance:**

- Out for Bid:

- Install a concrete pad at the sports court with anchor bolts to secure the porta-potty's during the summer.
    - Repair asphalt drive/walkway between the storm ponds near the clubhouse that has been damaged by tree roots.

- Current Bids:

- Hillsboro sidewalk ramps in two locations where the sidewalk stops before connecting to the street.
      - Received estimate from Premier Paving for \$11,214
        - Pending revised bid to include the concrete pad at the sports court and the asphalt drive/path repair in the project at the same time.
    - Hillsboro entry gate on Silver Creek Ave E has been hit by a vehicle during a police chase. The estimate for repair is approximately 38,000. A claim has been filed with the PC Sheriff's Office.
    - New security cameras for the sports court at the clubhouse. CCTVroom provided a proposal of \$34,799 to install 7 cameras and upgrade the existing system to accommodate the new cameras. This does not include installing mounting posts for the cameras.
      - Motion made and approved to accept the proposal and install the new system.
    - Additional light at the main entrance to Hillsboro on Hillsboro Dr E. Madsen Electric provided a proposal to install an LED light fixture on a 2" bronze post mounted to the fence near the existing power supply.
      - The Board requested clarification on the location of the proposed installation.

- Work in Progress:

- Premier / Ashford Tree Removal
      - Family Tree Care provided a hazardous tree report that has been sent to the County with the application to remove these trees from the wetland buffer area. The County completed their site visit today and their report is pending.
    - The County completed the annual surface storm water inspections. All communities except Country Hollow and Hillsboro were approved for the surface water credit. There are only minor corrections needed to be addressed by the follow-up inspections in August.
      - Country Hollow has a broken catch basin cover that needs to be replaced.
        - This is on order with Pro Vac with a 14-week lead-time.
      - Hillsboro has one catch basin that needs to be cleaned out and some vegetation removed from 3 other locations.
        - Pro Vac is cleaning out the catch basin and Green Effects is clearing the vegetation.

## Minutes

- Robblee's Total Security (formerly Guardian Gate Service) has completed the routine maintenance inspections on all the Silver Creek gates. Their report is pending.
- The parking lot lights at the clubhouse are on 24/7. Madsen Electric has been asked to make the repair. Likely just a bad photocell.
- Work Completed:
  - Premier fence between the county storm pond and the common area has been replaced.
- Open Work Requests:
  - WR027 & WR028 – Replace ground lights at Ashford entrance. Received proposal from Madsen Electric to replace these lights with new LED fixtures on timers for \$1,991.
    - Motion made and approved to accept the proposal.
  - WR 040 – Solicit contractor for recommendation and cost to install controlled gate access system to the sports courts. Something similar to the system Gem Heights uses to access their sports courts.
    - Requested recommendations from Madsen Electric.
  - WR 042 – Remove the damaged tennis net in sports court and install a new complete tennis net to include posts, net, and tensioning system.
    - Requested proposal from Sound Sports Surfaces.

### Committee Reports:

#### **1. Budget Committee:**

- No report.

#### **2. Architectural Control Committee (ACC)**

- Very active recently. Turnaround times are averaging 3-4 days with a clean complete submission. Several driveway expansions and painting requests received.

#### **3. Forestry Committee:**

- The committee met on June 13<sup>th</sup>. Committee members are attending a forestry stewardship class through Washington State University. According to the Department of Natural Resources we need to be very careful with the slope areas. The committee recommends getting an updated Geotech report to see what has changed since the last report was completed. They are reviewing the current View Maintenance Guidelines which need to be revised per legal counsel recommendations.

#### **4. Appeal Committee**

- The Appeal Committee reviewed 8 appeals this month and will forward their recommendations to the Board.

#### **5. Security:**

- No report

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

- None.

### Unfinished Business:

- None

## Minutes

### New Business:

- None.

### Open Forum:

- A homeowner disputed the decision of their appeal request.

### Motion to adjourn to Executive Session: 7:15 PM

- Discuss specific compliance and collection issues and response to an email received from the Association's attorney.

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

- Board approved proceeding with collection actions as recommended by the Association's attorney.

### Meeting Adjourned. 8:00 PM

DRAFT