

SUMMERLAKE HOA BOARD MEETING MINUTES

October 28, 2020

Zoom Meeting

6:30 p.m.

PRESENT –

Board Members: Kimberley, Sharon, Joan, Tiffany, Andy, Monty, Denise, Calen,
Wayne

Residents: Jim & Kathy Cassenelli, Tom Force, Kevin Barton

ABSENT –

All Board members present

CALL TO ORDER:

Kimberley called the meeting to order at 6:35 p.m.

REVIEW OF MINUTES:

The September Minutes were reviewed. A correction was identified. Subsequent to the correction the minutes will be approved and posted.

FINANCIAL REPORT:

Checking account (operating): \$14,335.83

Reserve account \$23,093.84

It was reported that there is still \$2,247 arrears owed by homeowners. CAP has sent letters and notices to these owners. If there is no response the next action will be referral to a collection agency.

The normal, and minimal expenses were reported, e.g. electricity, ZOOM charges, management services, and office supplies. These items collectively exceeded the budget by \$38.71. The one larger expense was the power washing of the mail boxes at \$1400.

MANAGERS REPORT:

Included a report on the removal of the “tagging” that occurred on the Summer Lake wall. The removal company has come twice. The fee for this has not been reported to date.

COMMITTEE REPORTS:

The ARC has received one request for a door replacement. It was approved.

The Schedule of Fines was also scheduled to be a discussion point on the agenda. Kevin Banton and Tom Force had volunteered to review the Fines and suggest revisions. However, it was decided that the Board would table that discussion until the January meeting giving all **Board** members a chance to thoroughly review and be ready to discuss and, if necessary, make any possible revisions or wording.

Tom Force also reported that he was wondering if we should get a quote on earthquake insurance for the SLHOA wall. When details are presented, the Board will make a decision.

OLD BUSINESS:

A part of the SLHOA CC&R's include a study of the Reserve funds periodically. Kimberley will get some quotes as to the cost of such a study and report back to the Board. She will talk with CAP to understand what their scope of duties are in this area. Tiffany asked if CAP has a "boiler plate" process and what that might be, keeping in mind that the SLHOA common areas are small. Tom felt that the SLHOA owns the common areas but there is a question about who is responsible for the walk way between Summer Lake and Glacier Lily;

As residents realize, the flower baskets have been removed. CAP is looking for a new company to bid on this project. One attending resident would like to see the flower baskets on the ballot again. Sharon thought it was a good idea to have residents vote each year on this expenditure.

A discussion about ProGrass Landscaping versus the possibility of contracting with a new company, A & J Landscaping. A & J Landscaping would charge \$255.00/month. A thorough walk-through to discuss the scope of the job, including the Oregon Grape hedge, fertilizing, etc., and walk arounds by the owner would happen weekly, was held with the new company. Jim Cassenelli stated that he had experience with them and he highly recommended them. The Board decided by unanimous vote that a new change was in order. Kimberley will let CAP know and notice will be given to ProGrass. Monty suggested that we give a "plug" in the next newsletter for A&J.

Tom Force gave a report regarding retaining walls. In his research he said that the subdivision is in Zone R-7 of the city code and that we can have a front fence no higher than 36". This rule clarification needs to match in our CC&R's. The Board thanked Tom for his research.

In addition to that project, Tom and Kevin have been working on the CC&R document and converting it to a Word document. This work will enhance the future work/discussion on the entire CC&R document. Wayne stated that when he was previously on the Board he had filed the CC&R amendments and by-laws. Also that these revisions at the time were supported by a door-to-door vote by the residents. In the meantime, Kimberley will work with attorney to make sure the SLHOA is operating under a legal agreement.

The next SLHOA Newsletter was discussed. Denise will again compile and produce the content and give to CAP for production. Denise will also work with CAP to assure the quality of the production. Items thus far will include articles on: 1) Rats – a reminder that feeding wildlife is against city ordinances; 2) the new SLHOA address is CAP, NOT the old PO Box (the PO Box will no longer be available after January 1st, 2021; 3) reminder that any ARC can be sent directly to CAP. CAP will refer back to the Board; 4) introduction of the new landscape company. The goal is to have this of the newsletter to go out by December 1st. The next newsletter would go

out in February and have the agenda and budget included in preparation for the March General Meeting.

The Open Meeting was adjourned to Executive Session.