

Board Meeting September 27, 2016

Meeting called to order at 6:00 PM.

Board Members in attendance: Bob McVicars, Jamie Eggink, John Purtell, Jen Enfield, Maria Dezenberg. Rick Pisani absent. No guests/homeowners.

**Agenda Item No 2.:** Approval of July 13, 2016 minutes: Motion to approve by Jen; second by John, Passed unanimously.

**Agenda Item No 4:** Owner Update Letter: Topics to address in the letter include: 1) common area landscaping - new company [M&M] has a marked improvement upon Arborpro, whom the Board fired a few months ago. M&M has been responsive and prompt; is communicative and has provided effective services thus-far – common areas looking better; 2) Outline common area landscaping plan (need to work with M&M, WEB to obtain proposals for select common areas but no action to be taken until Reserve Study is complete. 3) Explain developer lots- what we've done to try to get them cleaned up and weeds addressed (personal meeting, several phone conversations with and a letter to the Developer with no cooperation despite promises to do so. 4) Board is working on hillside landscaping guidelines (discuss decisions re grasses, etc. from July 13 meeting); 5) Solicit for Board members for next year; invite interested parties to next meeting

Group to prepare landscape guidelines for hillside lots using verbiage provided by WEB as a starting point: differentiate between hillside grasses and lawn grass.

**Agenda Item No. 5:** Current encroachments were discussed. It was decided that the most appropriate way to handle the issue is with a basic encompassing statement regarding how existing encroachments will be viewed and/or handled and how future encroachments will be handled; the statement should reference the attorney council we received on the issue to provide clarity and understanding; the attorney to draft the language. Bob will ask attorney how to handle gardens.

It would be imprudent for the HOA to be subjected to any type of liability that current encroachments may present; therefore, Bob will ask the attorney for council re options for protecting the HOA regarding current encroachments.

**Agenda Item No. 6:** Housing under construction on Lincoln Blvd. next to existing duplex – WEB's letter requesting plans and specs met with no response; attorney to send a cease and desist letter; John made the motion and Jen 2<sup>nd</sup>, passed unanimously. \*Background - although the property's legal description and map identify the property as being a part of the HOA, the previous property owner is contesting the fact that the land lies within Overlook HOA.

**Agenda Item No. 7:** Reserve Study is done; it's much like an appraisal. When the document is completed we can review and make any needed edits.

**Agenda Item No. 8:** The group chose not to send another letter to POS Development re the weeds on its vacant lots at this time. We have had a personal meeting, several phone calls and a letter, and do not feel another letter would be appropriate right now. Regarding fenced area on Lincoln – due to the fact that the area is owned by POS Development (The Developer) and the HOA does not own the property, we cannot legally use owner funds to maintain the weeds.

Agenda Item N. 9: Bob reported that he asked WEB if our HOA could use funds from the account for maintenance of the Lincoln entry area and areas along Lincoln, into which we pay \$1.00 per month per lot, for weed control of the area on Lincoln in front of the green fence. WEB said they will be meeting with the Qualchan Hills HOA in October and will put this item on the agenda and report back following the meeting.

**Agenda Item No. 10:** We are unable to provide a sign for Jordan Alley with a starting address through an ending address because doing that would include addresses on Jordan Lane on both sides of the street. Therefore, the group decided on a separate street name for the alley (the City designated the road an alley) and authorized Bob to have WEB obtain quotes for the sign; Jen made motion to name it *Upper Jordan Lane*; John 2<sup>nd</sup>. Passed unanimously.

**Agenda Item No. 11:** Bob has discussed with WEB our dissatisfaction with WEB's lack of follow-up, frequent mistakes, particularly with infraction letters. Due to the fact that there have been neighborhood improvements and no one has time to take on the tasks WEB is performing, it was decided to continue carefully monitoring and documenting WEB's performance in the event we need to take action later. There are a handful of homes that lack backyard landscaping – WEB has not issued letters to these homes; Bob bring it to WEB's attention. The Board decided upon the following regarding infraction letters:

1. Combine all issues into one letter – no one homeowner should be receiving two + letters
2. Garbage cans – list both dates
3. Eliminate thank-you letters
4. Overlook LLC, HRH, and POS: unless all properties are adequately cared for, do not go back to “square one” with a warning – simply keep fining until all lots have adequate weed control.
5. Re Unlandscaped Backyards – Bob to approve verbiage before letters go out. These letters need to ask for a timeline from the homeowner and include a required response date; the letters should include the date the house was purchased. If these owners do not provide a deadline, we will provide one for them.
6. Stop sending infraction letters to Josh Taylor re empty lots – only for rental infractions
7. Issue letters to builders who have erected advertisement/commercial signs
8. Issue letters to those who park vehicles and trailers in adjacent vacant lots

**Agenda Item No. 12:** WEB provided sample verbiage for hillside lot landscaping guidelines. It was decided to revise the guidelines to fit Overlook while incorporating the standards decided upon in the July Board meeting. Coordinate via email.

**Agenda Item No. 13:** Arborpro Invoice is still incorrect - Bob to get request an itemized invoice from them before we pay.

**Agenda Item No. 14:** Architectural request from 707 Bolan for a fence - check if need permit; need to know proposed height and fence color before we can approve.

**Agenda Item No. 15:** Rewrite of CC&Rs: Look at local templates and rewrite; attorney review; difference btwn R&Rs and CC&Rs = CC&Rs are a legal, governing document. R&Rs are pursuant to CC&Rs. Current developer can sell his interest in the development and rights to the CC&Rs to another developer.

Meeting Adjourned at 8:45