

Overlook Homeowners Association

Board of Directors Meeting Minutes

Date: September 4, 2025 | Time: 4:30 PM | Location: Via Zoom

I. Call to Order

Meeting called to order at 4:35.

II. Roll Call

Present: Mike Durgan, Jamie Eggink, Todd Ellsworth, Jordan Bilodeaux; WEB: David and Bill

Absent: Marianne Muzio, Ty Brown.

III. Approval of Minutes

Motion by Jamie to approve the July 17, 2025 meeting minutes. Seconded by Mike. Motion carried unanimously.

IV. Officer and Treasurer Reports

President (Mike):

- Attorney: See old business
- Fall Fire Drill coordination update: event canceled. Waiting on City
- Tom Jones resigned (he's moving)

Vice President (Jamie):

- Vote to amend the Bylaws to formally adopt Robert's Rules postponed pending attorney review of the document.
- Towing Resolution postponed until attorney review of the resolution document.
- Trespassing issue on Anton Ct: camper repeatedly parking on HOA property. Board discussed safety and fire concerns; Bill to review tow signage options and get back to us
- Board unanimously voted via email to install a barrier gate after reviewing NW Fence estimate. Cost is \$4,943. Josh Taylor, owner of adjacent property, stated his concurrence via phone with Mike.
- After Willapa drainage issue: Bill had C&C troubleshoot sprinkler heads and will continue consultations for repair options.

V. WEB Report

- Review of PUD snow plow financials found no inconsistencies between weather and invoicing last year. Approximately 30 events occurred, mostly de-icing. Current contracts provide "bare surface" service to prevent ice buildup. Most HOAs prioritize safety, but this level of service is more costly. The Board may consider adjusting service levels per road next year. Dundee was noted as a cheaper alternative to the current plow company. Owners on private driveways and PUDs are billed monthly.
- Update on Jordan Lane reimbursement from foreclosure trustee pending.

VI. Committee Reports

Finance Committee:

- Revised Delinquency Policy pending attorney counsel

Architectural Review Committee (ARC):

- 5108 S Jordan Ln: Per WEB, the new owner now holds liability for erosion issue. The Board agreed to seek a geotechnical engineer to evaluate and advise – WEB has a contact and will call them.

VII. Unfinished Business

- 501 W Bolan Water Line: WEB discovered a sub-meter serving only the park. Average water bills on PUD and private driveways is \$50 monthly. Mike and David to meet with homeowner.
- Parking Policy: Motion to approve by Mike, seconded by Jamie. Motion carried. Vote includes the decision to authorize WEB to approve reasonable requests as long as it copies the Board on such correspondence. WEB to set up an email address for which owners can submit extension requests; such correspondence will go to WEB and certain board members will be blind copied.

VIII. New Business

1. Jordan proposed researching a 4-way stop at Bolan and Willapa – Board agreed.
2. Mike motioned to enter into an attorney agreement and invest \$2,000 down payment to secure services and advice on private driveway, PUD street maintenance, and HOA dues for vacant lots. Todd seconded. Motion carried unanimously.
3. DNR and Spokane Fire Dept. to meet with Mike and Todd for a site visit and maintenance plan preparation.

IX. Adjournment

Meeting adjourned at 6:18 p.m. Motion by Jamie, 2nd by Todd, motion carried unanimously.