

# **SCHOA Board Meeting Minutes**

**April 23, 2014**

## **Willis Tucker Park**

The meeting opened at 7:00 pm and was called to order at 7:03 pm.

**Board members Present:** Denae Bastian, Shelley Logan, and Michelle Haneberg

**Homeowners in Attendance:** Shannon Harvill, Chris Birchman, Sanda Ewalt, Nancy Guthrie, Bob Roush, Phil Bastian, Bob Cooke, Colleen & Tom Ferrari, Jane Mackenzie, and Jason Melton.

**Note taker:** Nancy Guthrie

**Welcome:** Denae Bastian welcomed the homeowners.

**Motion** made by Denae Bastian to approve the meeting minutes from March 28, 2014. The motion was seconded by Michelle Haneberg and was approved by all three directors. Bob Cooke asked about the comment regarding everyone agreeing that the fences should be fixed. He thought this inferred everyone agreed on a certain plan for fixing the fences. No plan has been made. The comment just meant there is agreement among homeowners on the importance of getting the fences fixed. A specific plan has not been determined, nor was one discussed.

**Financial Report** presented by Shelley Logan

Number of Homeowners who have paid Dues YTD: 297

Operating Budget Balance: \$56,480.03

Reserve Allocation Total: \$90,830.96

**Expenses Paid in April 2014:**

Archey's Landscape: \$2412.75

Clean-up project (final payment)

Silver Lake Water: \$65.70

Monthly service fee

Supplies: (Postage, Printing, etc.) \$4.79

Periodic cost

PUD: \$0

Bi-Monthly service fee

Aynax: \$9.95

Monthly service fee

Brad's Stump & Tree Service: \$1861.50

Stump Removal Project

Reserve Allocation: \$1604.00

Due to the volunteerism of the board doing the work of a property management company, the financial savings per month to the association is \$2,494.00 per month. (This figure is based on actual 2013 expenditures for employment of Palette Property Management.)

**2013 Taxes:** Shelley Logan informed homeowners that Jenderuss Forensic Accounting Services LLC completed the SCHOA taxes for 2013. They were filed with the IRS on April 21, 2014.

**Announcement:** Denae Bastian announced that an executive session was held prior to the meeting to discuss late fees and payment plans for individual homeowners.

**Motion** was made by Denae Bastian to waive late fees and discuss payment plans for

those individuals discussed in the executive session. Shelley Logan seconded the motion. The motion passed unanimously.

Michelle Haneberg reported that the board has been in contact with many homeowners that have been in arrears. We are happy to report that the board has been able to collect past dues from many who had become discouraged and had given up on paying, but are now willing to start paying again.

**Motion** was made by Denae Bastian to have an executive session prior to the next board meeting to discuss private matters relating to individual homeowners. Michelle Haneberg seconded the motion. The motion passed unanimously.

**Safety Presentation -- Chris Birchman:**

Chris Birchman gave a very informative report on options we have as an HOA to increase safety in "The Falls". Chris is a neighbor and worked in King County as a deputy sheriff for 21 years. It is our good fortune that in his retirement he is willing to assist us with safety ideas for our community.

**Idea # 1: Citizen's Patrol** - This is a group of volunteers that serve as representatives of the Snohomish County Sheriff's Department. They wear a uniform and use a police car. They are "the eyes and ears" for the Sheriff's Department with availability during daytime hours. They alert the police if they have any concerns. There is no charge for their service.

**Idea # 2: Off-Duty Police Support** - Provides high visibility of a Deputy in the HOA area to visibly deter crime. Available in 4 hours blocks days, nights, and weekends - we choose the time we want their support. They have full enforcement authority. The cost is \$50 per hour plus two simple fees (\$3.00 and \$4.56). A 4 hour block would cost \$207.56. The idea was suggested that we explore the possibility of sharing a 4 hour time block with a neighboring HOA and split the cost. Would be best to have a random/unpredictable schedule if we choose to do this.

**Fence Advisory Team:**

Colleen Ferrari and Phil Bastian recommended, on behalf of the Fence Advisory Team, that a survey be obtained to establish the actual location of the fences along Snohomish Cascade Drive. Colleen reported that this has never been done and that we need this data in order to move forward on making informed decisions regarding the fence issue.

Cascade Survey has submitted a bid with options from \$3800.00 to \$7,000.00 depending upon the detail included. The team is awaiting two more bids. In the meantime, the team asked the board to approve their request to hire a survey company, not to exceed \$7,000.00 for this service. This will enable them to select a surveyor and begin work without waiting for another board meeting.

Colleen added that the survey will determine whether the fences lie on HOA or private property or a combination. Much discussion took place about the need for this survey and the expense. Colleen explained that the fence decision cannot be made without accurate, reliable information. We need facts and definite measurements. It was noted by the board that the savings created each month by not using a management company allows our HOA

the flexibility to fund the survey.

Denae Bastian read the charge of the Fence Advisory Team which is to thoroughly research and consider all circumstances regarding the fences bordering Snohomish Cascade Drive and advise the Board as to its best options for replacing the fence. The options must be both legal and viable. Based on more discussion the board agreed that this request seemed a reasonable next step in the process to resolve the fence issue.

**Motion** was made by Denae Bastian to hire a survey company, as recommended by the Fence Advisory Team, and not to exceed \$7,000.00 for this service. Shelley Logan seconded the motion. The motion passed unanimously.

**Website update:** Penni Johnson has done an outstanding job transforming our website. The transfer of the website was complete on March 21, 2014. Blue Host continues to be our service. Important information for HOA members can be found on this site. More will be added in time. The site will be updated regularly and homeowners are encouraged to visit it often. To see the new website go to <http://www.thefalls-schoa.com>.

**Landscape Update:** Shelley Logan reported that the following landscape updates have been accomplished:

1. Dead/dying photinia have been removed.
2. 78 tree stumps were ground by Brad's Stump & Tree Removal.
3. Removal of photinia satisfies the 2011 arborist recommendation to our community.
4. Wood chips and new gravel have been spread on the pathway to the sport court.
5. The burning bushes along Sno-Cascade are over-grown and obviously have not been pruned in at least two years. These bushes must wait until winter to have a proper and thorough pruning. Damage could occur if these plants are pruned now and it would be an additional cost to the association.
6. Three arborists, one from Superior Northwest, one from EcoTree NW and one from Brad's Stump & Tree removal confirmed the hazardous trees at the south corner of The Falls and at the sport court area need to be removed in order to protect homeowners and property.

**Motion** was made by Shelley Logan to remove all hazardous cottonwoods at the **south corner** as well as other trees impacting the growth and health of the evergreen trees there. Discussion was held. These trees are known as "weeds" to arborists. Denae seconded the motion. The motion passed unanimously.

**Motion** made by Shelley Logan to remove two hazardous cottonwoods, 1 rotting maple at the trailhead, and two alders impacting growth of the evergreens at the **sport court** area. The board does not want to risk harm to people, property, or healthy evergreens in the community should the trees not be removed. Michelle Haneberg seconded the motion. The motion passed unanimously.

**Motion** made by Shelley Logan to have Archey's Landscape Maintenance install 10 yards of compost at the waterfall area entrance. Motion was discussed. Michelle Haneberg seconded the motion and it passed unanimously.

**Irrigation Update:** Michelle Haneberg and Shelley Logan reported that ABC Water Specialty is very concerned about the age of our irrigation system. Although \$6000 was approved for getting the irrigation system working, we have decided to start with only \$1500 and see what we can get working with that amount.

**Announcement** made by Denae Bastian that Jamie, the Fish & Wildlife Department representative for our area who walked the trails with us, has not yet sent her written report regarding requirements for the footbridges. Those giving bids for the project need her report before they can complete their written project with a bid.

**2013 Audit Update:** Denae Bastian reported that Josanne Eisenman from McGoorty & Eisenman, Inc. PS was chosen by the board to do the 2013 Audit.

**Reminder** of "The Falls Garage Sale" dates: Friday, May 16 and Saturday, May 17, 2014. This event will be publicized on Craigslist, and in the local newspaper as well as on our website. Signs will be placed at both entrances to the development to advertise the event one week in advance. Denae Bastian suggested we seek a homeowner volunteer, who especially enjoys organizing this kind of event, to assist our HOA with the advertisement of the garage sale. She will follow up on this.

**Reminder** of Neighborhood Beautification Day--June 7, 2014. We need people to volunteer for zones or particular projects to have a successful day.

**The next meeting will be on Wednesday, May 28, 2014 at Totem Falls Elementary Library at 7 pm. (Notice the new location. This too will save our association money.)**

Meeting adjourned at 8:44 pm.

(These minutes will be approved at the May board meeting.)