**Holly Heights Homeowner’s Association**

**Annual Meeting 6/19/2021 9:30 am – 12:00 pm**

**Netarts Fire Station**

**Minutes**

Following our traditional potluck, a quorum was established based on the list of attendees below:

 In Person: 4783-Lane Hickey, 4803-Gary & Janine Scott, 4809-Chi Chao & Charleen Chen, 4813-Ron & Rhonda Walker, 4823-Tom & Lorelei Reid, 4829-Dennis & Lynne Maloney, 4839-Ken & Maryann Potter, 4849-John & Shannon Farrier

Online: 4819-Scott Simmons, 4833-Mark Rife, Lot 19AP2-Craig Nevin,

The business portion of the meeting was called to order by Pres. Chi Chao Chen at 10:15 am

**Annual Meeting Topics**

1. A list of owners with contact information was distributed.
2. The minutes from last year‘s annual meeting, held on August 22, 2020 were approved as written.
3. Lorelei Reid reviewed financial history and 2022 budget.  Key points:

* Regular budget items: Landscaping, Management Fee, Insurance, Watering
* Reserve Status and Actions
  + Roof Reserve
    - We have $67,853.50 in reserves for roof replacement for the original ten units (5 buildings).
    - We hope to get 3-5 more years with the current roof which will help build reserves to approximately $100,000.
    - Estimated replacement cost $140,000.
  + Paint Reserves
    - We have $26,266.50 in reserves for painting.
    - $24,016.50 is for the original 10 units with the balance held in reserve for the 3 newer units.
    - Bids are being sought for painting to be done, hopefully, this year. . Three bid tenders are needed.  Prior and local painting contractors preferred.
    - The last paint job was done eight years ago and cost us $14,000.Painting reserves accumulated for the newer homeser homes are refunded as invoices for painting are filed with the HOA.
    - What is painted?
      * Siding (north and south cedar shingles excluded)
      * All Trim, Railings and Eaves
      * Doors including Garage Doors
      * Gutters
    - Road Sealing Reserves.
      * We have $3,158.42 in our road sealing reserve account.
      * The road is resealed every 5-6 years.
      * The amount paid in August, 2019- was $ 8,640.
    - Operating Reserves
      * We have $20,444.23 in operating reserves
      * Examples of items covered by the operating reserves are:
        + Landscaping
        + Management Fee
        + Tax Preparation
        + Insurance
        + Office Expenses
        + State filing fees
        + Water Use Charges

1. Ken and Maryann Potter did a review of the landscaping situation:
   * North Coast Lawns is the community landscaper.
   * Ken & Marianne, working with Ron & Rhonda Walker, reported:
     + Replacement of broken sprinkler valves. Special thanks to Marianne’s brother for his work on that project.
     + Definition to North Coast Lawns about areas to be treated and frequency.
     + Identification of sprinkler zones and process
     + Discussion about NCL access should lots 13-14 be sold and developed.
     + Blackberry bushes will be sprayed for control purposes.
     + Watering schedule resolution.
     + Reinstate the golf hole at the top of the hill.
     + There was a discussion of moles and mole traps.
2. Chi Chao Chen reviewed the current shingle project and requirements.
   * Currently two out of the five condo units have completed the south siding repair/replacement project. The project took longer than expected however the outcomes were satisfactory. Two additional units are underway.  The remaining one ie, lot 5 & 6, will sign the contract shortly.
   * The HOA ARC (architectural review committee) will only need to approve the project spec before homeowners signing the contract to ensure the uniformity of the material and the installation spec. Either treated or non-treated, red or white cedar shingles are fine for the south siding project but must be premium no. 1 grade cedar wood.
3. Our neighbor, Walt Kastner, reported on activity related to the road.
   * The HOA has a 50’ foot easement to Holly Heights Road
   * The HOA is responsible to reseal that road every 5-6 years.
   * The drainage culverts need to be maintained to avoid damage to the road and the drainage system.
     + Keep drainage ditches clean.
     + Watch for blockages at the large pipes.
     + Cut vegetation and trim bushes that could end in culverts.
     + Keep ditches clean especially after storms
     + Beware of pampas grass creating dam like blockage.
   * Owners at the bottom of Holly Heights Road have requested access to Holly Heights Road and that has been denied by Walt.
     + Lawsuits are in process.
     + Walt thinking about impact if granted or if they move.
     + Needs partner in legal actions.

**ACTION ITEMS**

1. A volunteer committee to select and approve house painting colors was approved:
   * Rhonda Walker
   * Shannon Farrier
   * Scott Simmons
   * Lorelei Reid
2. A volunteer committee to work with Walt to understand the legal action related to the road and then communicate it back to the entire HOA was approved:
   * Marianne Potter
   * Mark Farrier
   * Craig Nevin
3. Lorelei Reid has begun the process of working with a tree contractor and he has spoken with the landowners whose trees impact our view. LoreLei will provide additional details as they are uncovered. The vote to move forward was approved. That approval was to attempt to get the trees removed but not to exceed 30,000, which would be paid equally by the 15 owners of Lots 1-18, up to $2,000 per owner.  If the work moves forward a special billing assessment will be issued.
4. It was agreed that a watering calendar would be developed and volunteers would fill in the times where they could perform that watering function. LoreLei is to distribute the calendar to cover the summer, June 21-Sept 21
5. Craig Nevin has staked out the access path to the common area and will review when he is here next.
6. Dennis Maloney will work with Appleton to get reserves posted properly.