Holly Heights Homeowner's Association

Annual Meeting

6/15/2024 – 9:00 AM-11:00

Attending in Person: Andy Singer (4783), Kenia & Jared Goodman (4789), Shannon & Mark Farrier (4849), LoreLei Reid (4823), Rhonda & Ron Walker (4813) , Dale Westrom (4859)

Phoned in Connection: Beatrice & Brady Duncan (4803)

Proxies: Jamie & Scott Simmons (4819), Maryann & Ken Potter (4839), Lynn & Dennis Maloney (4829)

Not in attendance or represented: Mark Rife (4833), Craig Nevin (L19AP1 / L19AP2 / L19AP3), Marti Frank (4809), Sale (L19B), 17/18 Pearson and Lot 20 Davies/Olsen, Shelia Burke (4843)

Based on this participation, a quorum of more than 35% was established. 55% of the members were either present or represented by proxy.

Following a short potluck, including introductions, the following items were presented and discussed:

The meeting was called to order by President Shannon Farrier Notice of the meeting was mailed and emailed to all owners on 5/29/2024

1. Secretary’s Report
	1. The 2023 HOA minutes were reviewed
	2. The 2023 HOA minutes were approved
2. Treasurers Report
	1. Current Status – Our income and expenses are close to budget except for additional legal fees to pursue collection of outstanding dues and fees. We are experiencing a high level of delinquent receivables. More than 50% of the receivable has been turned over for collection.
	2. Reserve Balances projected at 6/30/2024
		1. Road $10,418.82(Paid into by all owners except lot 20 at a rate of $70/biannually) Road is owned by the Krasner’s and maintained by the HOA. The easement requires resurfacing every 5-6 years. It was last completed in August 2019 at a cost of $8,640 by Tony Lee. Based on recent bids and review, it needs to be done this year.
		2. Roof $18,330.70 (Paid into only by Lots 3-12, structures with a shared roof at a rate of $340/biannually) The roofs are original and had a 30 year stated life at construction. The goal was to have 50-75% of the funds available at the time a new roof was required. After the last meeting it became apparent that roofs would need to be replaced immediately. 4 of the 5 buildings are complete and will be paid by 6/30.
		3. Paint $16590.50 (Paid into by all structure owners Lots 3-12 plus 1/2, 15, and 16 at a rate of $206/biannually)

 $1,668 (lot 1/2 paint is original 2019)

$10,696.50 (lots 3-12 last painted August 2021 at a cost of $25,500 by Nick Peterson)

 $2,118 (lot 15 last painted 2017)

 $2,118 (lot 16 last painted 2017)

* 1. Dues as billed 1/1/2024
		1. Vacant Lots $586 ($516 operating, $70 road reserve) There are 6 billed lots
		2. Stand Alone Structures $792 ($516 operating, $70 road reserve, $206 paint reserve) There are 3
		3. Townhouses $1132 ($516 operating, $70 road reserve, $206 paint reserve, $340 roof reserve) There are 10
		4. Lot 20 ($197 portion of the operating) There is 1 lot with no access to the road or common area.
1. The 2025 Budget will be determined by the board. An increase for 7/1/24 is anticipated and will be discussed at the end of the meeting and voted on by the board. The increase is driven primarily by normal cost escalation of other services and fees, the increased legal fees, under collected road reserves and the large uncollected general fund dues that are now in collection.
2. Unfinished/New Business:
	1. Updates
		1. Maintenance Update on current lawn maintenance contract and road maintenance contract (Shannon)

LARS doing well on lawn. Roberto Martinez doing well on road.

* + 1. Update on sprinkler system (Ken) Check done. 6 heads on risers and 2 capped to help with brown spots near the heads and soggy sections at the bottom.
		2. Update on sprinkler timers (Mark F) All installed with new batteries except one that needs to be replaced and one that the valve was being worked on by the owner.
		3. Update on Moles (Ron) 6 or 7 moles caught last year. A walk this week did not indicate any were present.
	1. Projects
		1. Update on Roofing project (Shannon) 4/5 buildings completed with Woodpecker Construction.
		2. Update on road sealant project (Shannon) 2 bids taken. Cost has increased. Contract to be brought for board approval today.
		3. Update on Pedestrian Easement and trail (Marti) Trail growth has occurred. Additional maintenance required if interest in continued use. Several did try it out last summer. A bit steep and probably not used enough.
		4. Trees and views (Lorelei) Contractor did meet with Fish and Wildlife to ensure topping material could be dropped and left. Has not returned to complete work. May investigate having another cutter perform the work.
	2. Dues and Fees
		1. Discuss terms on statements. Will ask management company to add wording that payments should be made in full within 45 days of the invoice or monthly payments should begin in 30 days to ensure HOA has funds available to meet monthly obligations.
		2. Discuss suspending roof reserves and refunding any balances. Roofs should last 30 years. There is other upward pressure on dues. This can resume in a couple years to prepare for next cycle.
		3. Discuss increases to general fund (large delinquency rate and cost to collect delinquency)
		4. Discuss road reserve assessment.
1. Other Business (open to all)- No new business just noted Duncan’s unit for sale and one Nevin lot listed.
2. Old Business Update on STR per new County ordinances (Shannon) Requires new signage, requires owner to rent 30 days per year. Allows existing STR one transfer on sale if existing prior to 7/1/2022
3. Board Action
	1. Approve Annual Budget
		1. Motion to approve made by LoreLei
		2. Seconded by Rhonda
		3. Motion passed unanimously

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| Annual Budget (General Fund) | Yearly |
| Management Fee | $3,708.00 |
| Mowing | $5,150.00 |
| Sprinkler - repairs etc. | $1,500.00 |
| Misc. other Common area | $1,000.00 |
| Tax Prep | $270.00 |
| Office Exp. | $1,000.00 |
| Web site | $600.00 |
| Zoom meets | $160.00 |
| Insurance | $515.00 |
| Legal/Collection fees | $5,000.00 |
| **Regular Road Maintenance** | **$4,800.00** |
|   | **$23,703.00** |
| Unanticipated /contingency | $1,000.00 |
|  | **$24,703.00** |

* 1. Approve Annual Dues
		1. Motion to approve made by Rhonda
		2. Seconded by Jared
		3. Motion passed unanimously

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| **Category** | **Yearly** | **Billed twice yearly** |
| General Operations |  $1,300 | $650.00 |
| Roof Reserve | $0.00  | $0.00  |
| Paint Reserve | $350.00  | $175.00  |
| Road Reserve | $180.00  | $90.00  |
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* 1. Approve Annual Fee/Fine Schedules
		1. Motion to approve made by LoreLei
		2. Seconded by Jared
		3. Motion passed unanimously
	2. Approve Special Road Reserve assessment $250/lot owner and contract with Olsen Paving.
		1. Motion to approve made by Rhonda
		2. Seconded by Jare
		3. Motion passed unanimously
1. Election/appointment of Board Members
	1. Election of board by all members (only those that have termed out or are stepping down)Board accepted resignation of Rhonda Walker and appointed Ron Walker for remainder of her term.
	2. No other candidates stepped forward to replace LoreLei Reid and she accepted another term as unanimously voted by the members.
2. Appointment of board officers via majority vote of Board (President, Treasurer, and Secretary)

Shannon Farrier to continue as President, LoreLei Reid to continue as Treasurer and Ron Walker to be the Secretary replacing Rhonda Walker. Ken Potter and Jared Goodman remain on the board. Terms for Ron Walker and Shannon Farrier expire in 2025.

1. Meeting was adjourned at 11:00 AM