



verlook

Home Owners Association

Overlook Village

Overlook at Qualchan

Overlook at Qualchan HOA - Board of Directors Meeting

Minutes

7/7/2022

3pm

Via WEB Properties Zoom:

<https://us02web.zoom.us/j/7398091619?pwd=VDJvckRLdGRCbzE4b1kybUZmbDA1QT09>

- A. Welcome and Introductions
 - a. Board Members: Joe Vallorano, Mike Bafigo, Liz Legg
 - b. WEB Properties: Ron White
 - c. Homeowners: None
- B. Review and Approval of Preceding Meeting Minutes
 - a. Need one more vote to approve Meeting Minutes from 6/1/2022. **Action: Ron to email remaining board members to get the final vote needed.**
- C. Reports of Officers
 - a. President's Report - None
- D. Reports of Committees
 - a. ARC/Grounds - Joe & Mike
 - i. Asphalt repair on private drives: Delayed due to Spring rains. Asphalt repair would occur first in July or August based on a board vote. They would then do the maintenance work (sealing cracks, etc.) second, which would occur in September. **Action: Ron to ask for a map so we understand what will be repaired and confirm that Menaul is either already included or get it included in the quote. Board to vote via email once this info is sent out. Joe to take a photo of the access roads and send to Ron.**
 - ii. Mike B. had a question about two fences erected by neighbors. **Action: Ron to check status of approval for the fence at 1019 Bolan.**
 - b. Financial
 - i. Receivables - Lien notice updates
 - 1. 619 W Bolan - Ron left a message with homeowner but hasn't heard back. **Action: Ron to send an email to homeowner that says we need him to pay within 2 years and if he comes up with**



a regular payment plan (\$275/month) that he sticks to we will not place a new lien and not continue assessing late fees.

2. 5120 S Menaul - Certified letter sent "a few days ago" to homeowner stating the homeowner is welcome to join a Zoom meeting and provide documentation about why he is not paying, but if he won't or can't we will be placing a lien (with updated accrual language) on his property. Ron has not heard back yet, but since the letter was not sent in a timely fashion we will revisit at the August board meeting. The end of the "pause" date changed to July 31, 2022. **Action: Revisit in July.**
 - c. Update on reconciling private road utilities for 2021 - Complete.
 - d. Update on email re: encroachment issues - Ron thinks cost would be \$5-10k to go to court. Ron will call attorney again to clarify. Ron was supposed to send another letter to homeowner clarifying that fence must be removed, per previous letter, within the next 30 days or legal action will be taken. He did not send the letter, but he will and will include a date instead of a day number. **Action: Ron to send letter to homeowner clarifying that fence must be removed, per previous letter, by X date or legal action will be taken.**
 - e. Update on status of advising new homeowners re: ½ dues for second lots:
 - i. 815 Willapa (new owner as of 04.15.22): Ron to start charging rates on July 1st as outlined in letter. Follow up next month to revisit payment status. Dues have been applied starting with July, but no payment has been made yet. **Action: Review in July.**
- E. Election of Board Members, as Necessary
- a. Board can replace Blaine with an internal vote. **Action: Ron to send out a note to board asking for nominations/volunteers to fulfill the remainder of Blaine's term and check the language around board members returning after a "gap." Specifically, could Mike Durgan return to complete Blaine's term?**
- F. Unfinished Business
- a. Dog Barking complaint - Message left for homeowner, no reply yet. **Action: Ron to email homeowner to document when he hears the dog (after noise ordinance hours). Then Board can send an infraction notice with specifics.**
 - b. Landscaping -
 - i. C&C came out and did a good job cutting down grasses on the hillsides (per Mike B.), but left the cut grasses on the hillside. **Action: Ron to call**



C&C to find out if they will blow down the grasses they cut per their contract (they did this last year).

- ii. Mike B. asked if we could remind homeowners on Lincoln and Bolan that they are responsible for background slopes. Ron stated he had already notices to non-compliant hillside owners. **Action: Ron to call C&C and ask about a flat rate for all homeowners and/or a regular schedule that coincides with HOA schedule that homeowners can sign up for.**

G. New Business

- a. Liz suggested a neighborhood block party. Board seemed receptive and stated the HOA has earmarked funds for a neighborhood event in the past. **Action: Liz to research some options and costs. Will also consider a “committee” to help plan. Liz to submit ideas to board for discussion/approval.**
- b. Ron suggested prescheduling monthly Board meetings through the end of the year. **Action: He will send calendar invitations for the last Thursday of each month.**

H. Adjournment - 4:15pm