

SERENITY RIDGE OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES

July 12, 2022

6:30 PM

Via Zoom

- I. **Call to Order:** The Serenity Ridge Owners Association, Inc. Board of Directors Meeting was called to order at 6:30 p.m. Board Members present were Tom Putnam, President; Tim Kiernan, Vice President, Jennifer Elsea, Treasurer and Lilia Rodriguez, Secretary. Board Members absent were Iyad Wazwaz, Member at Large. There were approximately four (4) Homeowners present. Eric Andrews, Community Manager represented Avenue One Properties.

- II. **Homeowner Input:** Owners present were in attendance to observe. An owner advised of a irrigation issue being reported on social media. After investigation, it was determined to be the responsibility of the individual Owner. Owners were requested to report issues to management, not social media.

- III. **Approval of Minutes:**
 - a. **Board Meeting Minutes – June 14, 2022:** Lilia Rodriguez made a motion to accept the June 14 Meeting Minutes as submitted. Tim Kiernan seconded the motion. The motion was approved and carried.
 - b. **Board Special Meeting Minutes-June 8, 2022:** Tim Kiernan made a motion to accept the June 8 Special Meeting Minutes as submitted. Jennifer Elsea seconded the motion. The motion was approved and carried.
 - c. **Board Meeting Minutes-May 10, 2022:** Lilia Rodriguez made a motion to accept the May 10 Meeting Minutes as submitted. Tim Kiernan seconded the motion. The motion was approved and carried.
 - d. **Builder Meeting Minutes – April 26, 2022:** Tim Keirnan made a motion to accept the Builder Meeting Minutes as submitted. Lillia Rodriguez seconded the motion. The motion was approved and carried.

- IV. **Financial Reports:**
 - a. **June 30, 2022:** Jennifer Elsea made a motion to accept the June financials as submitted. Lilia Rodriguez seconded the motion. Tim Kiernan abstained. The motion was approved and carried.
 - b. **Treasurers Report:** Jennifer Elsea advised there were a number of concerning delinquent accounts at or in excess of 90 days past due. She asked and was advised by Management all Owners with a balance on their account have been notified via notice through USPS mailing advising of account status applicably and that certain delinquent accounts had been sent over to legal for collections. She requested Management closely monitor accounts and take necessary action as soon as possible. She followed up with Tom regarding the final investment account signatures needed for applicable accounts to be delivered and advised of an incorrect matter related to Mike Goldade in Accounting to be discussed at a later date. Tom advised that Pacific Premier signature cards for Lilia, Jennifer and Tom had been completed.

- V. **Committee Reports**
 - a. **Newsletter-**Tim Kiernan advised exchanging messages with the pursued vendor and no response since. He advised not moving forward with services based on overall experience. Tim advised he would be resigning from the committee due to a lack of time available.

- VI. **Unfinished Business:**
 - a. **Slope Failure Issues:** Tom Putnam discussed the current status, the HB1279 election results and the action to be taken moving forward regarding the slope failure

damages and claim/suit option. Tim Kiernan made a motion based on the HB 1279 in favor vote count to proceed with a claim/lawsuit against the builder for slope damages. Jennifer Elsea seconded the motion. The motion was approved and carried.

- b. **Insurance Renewal (renews 08/24/2022):** Tom Putnam advised he has been in touch with the insurance broker and is awaiting renewal options which will be forwarded to the Board for consideration. The Broker advised Tom that he would be sending quotes next week.
- c. **Law Electric – Faulty Lighting (2 fixtures):** Management advised the work was assigned to vendors and schedule for completion the week of July 11th. Eric would get an update and advise the Board when available.
- d. **Moeller Graf – Flag & Sign Policy:** Tom discussed the history of the actions to update the flag and sign policy due to new legislation. The Flag and Sign policy was provided to the Architectural Committee for review and revision. The revised Flag and Sign Policy had previously been approved by the Board and was awaiting the Architectural Committees approval prior to being signed by the Board President and forwarded to Management.
- e. **Certificates of Insurance (Avenue One Properties):** Tom Putnam advised the issue was still pending and he had not been contacted by Avenue 1 Management.
- f. **Removal of Playground Equipment-**Tom provided updates and options as to the status of playground removal and repair. Replacement parts from the manufacturer of the playground equipment could take in excess of 40 weeks and costs to fix the area could be up to \$20,000 for parts and installation. The Board discussed the available options. Tim Kiernan made a motion to order a step panel kick plate and a replacement slide providing the required deposit so the parts could be shipped asap with the 40 week wait time frame. Jennifer Elsea seconded the motion. The motion was approved and carried. Management will get with vendor for applicable documentation to provide services as applicable.
- g. **Keesen (Mulch)- DEAD ISSUE.**
- h. **Keesen (Native Weed Control)-**Tom Putnam advised this work was completed last week.
- i. **Landscaping Updates-** The progress of the landscaping project, which has begun, was discussed and members in attendance provided their observations. Tom will speak with Keesen to obtain a proposal for replacement of dead and dying trees throughout the community, such proposal being available within the next two weeks. Tom discussed a proposal from the landscaper to repair irrigation in an area not functioning for up to two years. The Board discussed the proposal. Lilia Rodriguez made a motion to accept the Keesen irrigation repair proposal as submitted for \$2051.97 as submitted. Tim Kiernan seconded the motion. The motion was approved and carried.
- j. **Additional Unfinished Business (if determined):** Tom Putnam provided updates related to District #1 discussions and the need for future meetings. Additional cost details will be needed including replacement/Reserve Study information for these future discussions. The Board discussed preparing for the upcoming Annual Members Meeting, election, 2023 budget and process of filling vacancies. Management will prepare a call for candidates along with questionnaire to distribute to Owners in advance.

VII. **New Business:**

- a. **Legislative Changes (Policies x3):** Tom Putnam discussed the HB1137 options provided by Legal to the Board for consideration regarding the 3 required policy revisions including: Conduct of Meetings, Collections and Enforcement. Tim Kiernan made the motion to accept the #2-“turn-key” option as presented to update the policies as applicable. Lilia Rodriguez seconded the motion. The motion was approved and carried.

VIII. Additional New Business (if determined): The Board discussed options for meeting via Zoom, In-person and Hybrid. Jennifer Elsea reported making arrangements to secure a location at Tallyn's Reach Library. Someone must be present at 6pm to allow access and the location will secure upon exit with a 4 hour maximum use. The HOA is responsible for set-up and taken down as applicable. Tim Kiernan made a motion to continue meetings via Zoom but the Annual Members Meeting with elections and the Budget Ratification meeting, all to be held in October, will be In-person only meetings. Jennifer Elsea seconded the motion. The motion was approved and carried.

IX. Management Report-The Management Report was provided in Board packets for review and discussion as needed. Management will provide discussed maps on record to the Board for review. The Board discussed an additional need for a walk or patch, Members would walk and review and facilitate with the landscaper as needed for proposal information.

Next Meeting Date: The monthly Board of Directors meetings are held the second Tuesday of each the month. The next Board Meeting will be held on August 9, 2022 at 6:30 p.m.

XI. Executive Session-The Board of Directors went into Executive Session at 7:41pm to discuss legal matters as applicable. The Board exited the Executive Session at 7:47pm going back into the regular session.

XII. Acceptance of Board Member Resignation: Jennifer Elsea made a motion to accept Board member Iyad Wazwaz's resignation per section 4.3.2 of the Bylaws. Tim Kiernan seconded the motion. The motion was approved and carried.

XIII. Adjournment: There being no further business, Tim Kiernan made a motion to adjourn the meeting. Jennifer Elsea, seconded the motion. The motion carried unanimously, and the meeting was adjourned at 8:16p.m.