

Holly Hills Quarterly Meeting Minutes
August 7, 2010, 10:00am
Camas Fire Station #42, 4321 NW Parker

In attendance: Niki Warnell, Fritz Porter, Amy Spanik, Marie Page
Absent: Nirav Dalal

- I. **Call to Order:** Introduction of Board
 - Niki called the meeting to order at 10:04am.
 - The Board introduced to members present.
- II. **Approval of Minutes:** May 20, 2010 Board Meeting
 - Niki made a motion to approve minutes as amended, Marie seconds, no opposed, motion passed
- III. **Financials Review:** May & June
 - Amy updated Board on the May and June financials. The transfers to the reserve account are now being done on a monthly basis and the prior months have been caught up. The correction for the Acer bill for June, identified by Fritz, with the old billing amount will be reflected on the July bill, as will the Eqwest correction for printing costs charged for the special meeting
- IV. **Committee Reports:**
 - Landscaping
 - i. Fritz gave a report of all the work performed by the Landscaping Committee including such items as mowing the fire lane between 35th and 36th, mowing a vacant home property, and killing the yellow jackets in an abandoned house
 - ii. Fritz made a motion to approve \$350 for A Cut Above Lawn Service to mow the Dahlia creek bed from Endicott to the Park Trail and the Endicott Swale (these were charged at \$550 each in the previous landscaping contract). Marie seconded, no opposed, and the motion passed.
 - iii. The HOA has received approval from Anita Ashton, City of Camas, to use Round Up to perform weed control in the swales
 - iv. Plot A appears to still belong to Holly Hills Investment. Amy will draft a letter to Lester Morasch to update the deeding information for the plot to be transferred or to have the HOA bill him for work performed to maintain the space.
 - ARC Committee: The Committee has been busy approving paint colors on houses
- V. **Request for Volunteers:** Newsletter Editor-No volunteers stepped forward. The Board decided to not have a newsletter sent out in the fall
- VI. **Old Business**
 - Swing Set Replacement: It was discussed that Nirav is working to determine costs for installation and chip depth requirements for the swing area. There has been little action regarding obtaining grants or donations. As the swings are not in the current year budget and the summer is coming to an end, in addition to the costing not being final,

the Board decided to look into replacing the swing in the next fiscal year as part of the budget review process.

- Bylaws Review & Consolidation of CC&Rs Update:
 - i. Amy, Nirav, and Marie are working on the by-laws
 - ii. Niki sent a request for bid to consolidate the CC&R's to Don Grant. A bill was received for work Don did on reviewing the CC&R's. As no work was asked to be performed, Greg Denning spoke to Don and the payment is no longer required. The Board discussed if the bill should be paid since the work was performed, though not requested. Niki will talk with Don about what it will cost to consolidate the four identical copies of CC&Rs for the four phases of Holly Hills..
 - iii. Niki made a motion to pay Don Grant \$64.50 for review of the CC&R's. Marie seconded, no opposed, motion passed
 - iv. Niki further made a motion to obtain a bid for Don Grant to consolidate the CC&R's and, if the work is under two hours, to go forward with the work. Fritz seconded, no opposed, motion passed.
- 38th Ave Fence Review: No progress has been made to date on reviewing the fence. Niki is working on a letter to go to homeowners sharing the fence.
- Garage Sale: Homeowner input to be considered for next year is to possibly have some type of door-to-door communication, as renters would not receive the information mailed out to the homeowners. This communication could also include spring clean up/disposal day information
- Adverse Possession Letters: Marie has drafted the letter and will send it to Niki for review. The Board will send out the adverse possession letters to the applicable houses when the letter has been reviewed and approved
- Tree Trimming on 38th: it was determined after discussion of the current state of the trees and the type of trees impacted, that the Board will hold off on having the trees trimmed in the current year
- Backflow Checks: JM Landscaping has performed the backflow checks
- Oakridge Lease/Landscaping: The President of the HOA, Blake Price, has indicated the community is working on the landscaping in question. Marie will ask them to mow again.

VII. **New Business:**

- Eqwest Contract Renewal: Niki made a motion to renew the Eqwest contract from 9/1/10 to 8/31/11 at \$1250 per month, Fritz seconded, no opposed, and the motion passed
- Bark Dust for 38th: Niki obtained quotes from three companies. After discussion Niki moved to approve up to nine units of blown bark at a cost of \$175/unit pre tax by Best Bark Blowing, Marie seconded, no opposed, motion passed
- HOA Picnic: After discussion, homeowner Mick Bird offered to set up a survey requesting picnic interest to be sent out to homeowners. Niki will work with him to get this set up. Based on the significant cost savings in the areas of landscaping due to the volunteer work done by the Landscaping Committee and members of the Board, rather than paid out to Acer, Niki made a motion to approve an increase to \$600 (from \$200 in budget) for the picnic if it is to be held, Amy seconded, Marie opposed, motion passed
- Landscape Contract RFP: The Landscaping Committee will work with the current work schedule to put together an RFP. This will include putting in areas removed previously so the time commitment required to perform the work could be evaluated. These areas include the swale, creek bed, 35th Circle area and fire lane, and an option for the mowing of the hillside on Dahlia above 34th Circle. Marie asked that Frontier and Pacific

not be included with companies to be considered in the process, due to previous experience. Companies to be considered are A Cut Above, Water Rite and Acer

- Non-Profit Corporation Law regarding Committees RCW 24.03.115: Due to the law requiring at least two Board members to be on committees, Niki and Marie will be on the ARC.
- Budget Planning:
 - i. Amy and Niki will work on a draft budget to build a base before bringing in all Board members to finalize.
 - ii. Marie and Niki will work on a collections policy.
 - iii. Infractions and Delinquent reports were reviewed. There were no major items of note.

VIII. **Open Forum**: Mick Bird requested his paint colors be approved. After Board review, the colors were approved.

IX. **Adjournment**

- Niki proposed the meeting be adjourned at 12:32pm, Marie seconded, no opposed, and the meeting adjourned.