

Fairwood Village Association Board of Directors Meeting Minutes

1 P.M. Thursday, April 13, 2023

Bay Club Classroom

1. Call to Order: 1:09 p.m., John Griffith, President. Board members Sheri Griffith, Rick Roehrenbeck, and Dave Cunningham were present. A quorum was confirmed.

2. New Business:

By vote of the board, Charlie Mayfield was added to the board to fill the vacancy left when Joe Vozarik resigned.

John asked if we want to continue having the Rotary Flags put out on various holidays. It costs us \$200 a year, and the money supports local scholarships. The board voted to continue doing the Rotary flags.

Reserve Study: Sherri Griffith said we are required by WA state law to have Reserve Study of our HOA capital assets and reserve funds done every year. Once every three years requires an on-site inspection of assets and funds. In the two off-years, we can have updated reports done with no site visit. The costs are \$1,250 for an on-site visit and \$550 for the off-year updates. This year will need the off-site report.

At present, we have \$38,000 in our reserve. Our reserve study consultant recommended that we do overlays on Dogleg Lane and Par Four Court in 2025. Charlie said he thinks that 2025 may be premature.

Lakeside Industries is a major paving contractor in Port Angeles, with other locations throughout WA and Oregon. Local asphalt contractors do not typically have the equipment and expertise to do a road overlay that we will need.

Two years ago, Lakeside gave us a bid to overlay Dogleg Lane and Par Four Court for \$101,463. Lakeside gave us a bid for 2023 of \$102,564. The increase was about 1%. This small increase was encouraging, as we expected a much greater cost increase due to inflation and the high cost of oil. But it's anybody's guess what the overlay costs might be further in the future.

Charlie thinks it could be six, eight or even 10 years before we need to overlay the roads, but he said that's just a guess. In any event, we need to be putting funds aside now to be able to pay for the work when the time arrives. Unfortunately, over the years, we have not been adequately building our reserves and are now faced with having to catch up.

As of Jan. 1, this year we had \$5,000 in our checking account and a reserve fund total of \$38,464.

John said, given the reserve study and a 30-year-old road, we need to increase our reserves contributions. Reserve contributions are generated by the difference between our annual dues, less our operating expenses for the year. He said an increase in dues needs to be approved at a Members Meeting, which requires a 30-days advance notice to all members. At present, dues are still unchanged at \$240 per quarter through the first and second quarters of this year.

Charlie said if the dues remain at \$240 per quarter for 2023, we would add only \$3,615 to our reserves. We have \$38,000 in reserves and are facing road overlays which will cost in excess of \$100,000.

John said he didn't think adding \$3,615 to our reserves was adequate. The rest of the board agreed. Although no one was keen to raise our dues in the current economic environment, John reluctantly made a motion that the board now recommend a \$50 per quarter dues increase in order to build our reserves. This dues increase would generate \$7,400 to our reserves if the 2023 association expenses remain in budget. Charlie seconded the motion. The motion passed.

Mary Lee Sondergard said water costs could go up by 63% if certain new regulations were to be implemented. However, this seems unlikely at this time. Rick Roehrenbeck said the PUD is seeking a minimum of 8% increase in electricity rates. This is needed to purchase more backup transformers for use if there are more power outages that damage the PUD's current equipment.

John moved that we have a Members Meeting to propose a raise in dues of \$50 per quarter. Rick seconded, and the motion passed. A members meeting requires a 30-day notice to the members. It was therefore scheduled for May 25. A narrative about the proposed dues increase will also be sent to all members before the members' meeting.

Anita-Louise Cressy asked if we could get a definitive answer on how long our road will last before we have to fix it. Charlie said there isn't anyone who can definitively provide that answer. There are too many variables, including future weather freezes and thaws, the rate at which the roads will continue to deteriorate, and the effectiveness of road maintenance efforts that are done to slow that deterioration.

Mary Lee said we should get an opinion from an expert on the condition of the road, as well as how much it will cost, and get more than one bid. Charlie said he'd call Aspect Consulting, the Geotech firm we've used in the past to assess common area slope issues. John said he thought the current estimate from Lakeside of around \$100,000 is probably correct. Lakeside is a big road-paving company that does contract work for local and the state government. We have used Lakeside to repair the two collapsing storm water catch basins.

Nancy Davis asked if only Dogleg is being considered for repairs. John said Par 4 doesn't have the issues we have on Dogleg. Charlie said it would be cheaper if we did both roads at the same time. Par 4 could be done at a later time, but the cost would be significantly higher than if we did both roads together when the paving equipment and crew were already here.

Mary Lee said we should have a contract, and John said yes, we will have a contract, as we have had in the past.

Diane Lovina was asked at the previous meeting if she would volunteer to organize some fun activities for the coming months. Sherri got an email from Diane and said her ideas include a potluck meal after HOA meetings, a progressive dinner, summer picnics after a meeting, holiday functions at someone's home or at Bay Club, holiday caroling followed by hot chocolate, an annual birthday bash, a meet-up for Taco Tuesday, and continuing cul-de-sac happy hours and Wine

Wednesdays. John said this should help us all get along and help bring us all together.

Joe Vozarik recently resigned as our Village ARC representative, so John asked everyone for a volunteer to replace Joe. No one volunteered, so Charlie agreed to be our ARC representative. John made a motion to have Charlie approved, Dave seconded it, the motion passed.

Wynne Stevens ARC submissions: Charlie said he was not aware that Wynne had submitted an ARC application for a proposed patio extension. Charlie had received an email from Joe with a sketch of the extension, but no ARC application. Wynne did send an application directly to the SBA ARC requesting to remove some Juniper trees in front of his house. Mark Torres, manager of the Bay Club and the SBCA ARC staff representative, had sent a copy of that application to Charlie. Per the SBCA Design Standards, if the trees are on Wynne's property and they are less than 6 inches in diameter at a height of 5 feet off the ground, no SBCA ARC permit is required to remove them.

Rick said we should consider a form for adjacent neighbors to sign off on having been consulted or notified of planned home or yard projects. Charlie was asked to see if he could get signatures or at least initials so people who have been notified of a project could show that they were in fact properly notified.

Charlie said he thought calling the involved neighbors would be okay in lieu of signatures. He also said that the SBCA ARC applications have a section that requires that the adjoining neighbors be notified. Notifications may be made in person or by email.

Additionally, all members will now be notified of a Fairwood board meeting to review ARC applications before they are sent to the SBCA ARC. The application will be sent out to everyone with the meeting notice. That way, everyone is informed of the project and has the opportunity to voice comments to the board, which would include the adjacent neighbors.

Charlie also said that the SBCA ARC rules allow that comments and concerns about a proposed ARC application may be submitted to the

Fairwood board by any Fairwood homeowner, and not just by an adjacent neighbor.

Wynne had previously sent an application to the SBCA ARC to build a sunroom addition on the side of his house. The addition was approved by the ARC on March 17. John discussed having the board send a letter to the ARC with the board's concern that it had not previously reviewed the application and wanted the opportunity to provide its input.

John also said he felt the Herlings, the adjoining neighbors, were not given the opportunity to voice their concerns at the SBCA ARC meeting when the application was reviewed. The Herlings are currently at their current residence in California, which is in the process of being sold.

Jon Herling had asked the SBCA ARC to be connected by Zoom or speakerphone to their meeting, but for some reason, this never happened. Jon said that the Herlings "deserved their day in court."

Charlie moved that a letter be sent to the SBCA ARC stating these concerns about the sunroom addition approval process. Rick seconded the motion, and the motion passed.

3. Landscape Report:

Rick said there are plants in the front entrance that we will replace soon. Entrances on both sides look much improved, he cut off some bad sprinkler heads, fertilized and de-mossed a part of that, and we will probably put down some bark because we can't grow anything there due to tree roots. He said everything in Landscaping is going well. Richard, our landscaper, is 86 years old, but he's anxious to keep working for us, and we're hoping he'll stay at least another year.

Anita-Louise suggested we have a "Plant Shower," with members donating plants to "gussy up" the entry way to Dogleg Lane. It was suggested that members could get a \$5 discount on their dues if they donated plants, just a one-time offer. The \$5 discount was tabled for further consideration. There were questions about where the plants would be planted and who would do the work. We would all also need to know what kind of plants to get and whether irrigation would be

needed or desired. Sherri agreed to help further research the Plant Shower idea.

Reminder: *Members Meeting May 25.*

Submitted by Dave Cunningham, Scribe