

**Minutes**  
**Quiet Water Board of Directors Meeting**  
**December 3, 2017**

**In attendance:** Board Members Sherry Dickinson, Bob Noble, President Wally Orchard, DRC Chairman Loren Dickinson, Treasurer Nan Scott, Member Ginny Hafner.

**The meeting commenced at 2:05 p.m.**, at 333 Jennifer Drive, home of Loren and Sherry Dickinson.

The order of the items on the Agenda was adjusted to allow for Ginny to address the Board regarding recycling.

### **1. Recycling**

Ginny noted that Dahl Garbage Service has changed their recycling program and they are no longer accepting glass in the recycle bins at QW. They will accept them at the Waldport transfer site. Dahl is also looking to establish a drop off station for recycling glass somewhere here in Yachats. Bob will research the new program and obtain a copy of their flyer. Bob will also contact vacation rental agencies. Wally will notify members through an e-mail message and will coordinate with Jeannine to get a flyer in the next quarterly billing. Wally will also look into a modified flyer that can be posted at the garbage/recycle bins in QW and he will post the recycling guide on our QWHA.org website.

### **2. Financial Report**

Nan Scott provided the 2<sup>nd</sup> quarter financial report and distributed handouts. She highlighted that spending was ahead of revenue and that assessment invoices had just been sent out. Once those are collected we will be on target. Two members are still delinquent - one member is three quarters in arrears, and one member is two quarters in arrears. Jeannine has requested direction and assistance with the lien process. One of the members has had medical problems. Letters will be sent. Loren recommended that we review ORS 100.450. Wally will consult with Christine will take the lead on drafting a letter. The QWHA policy is after two missed payments, then the owner gets a notice and if there is no payment or a repayment plan approved, then by the third missed payment we pursue a lien.

The expenses in the LCAs are over budget due to the repair work. There were carport expenses in LCA III that resulted in that account operating in the red by about \$2200. This was similar to the 1<sup>st</sup> quarter but improves each quarter that assessments are collected.

Wally noted that he had made a preliminary review of the Reserve

Study and acknowledged that he needs to do more work, but will likely need to make recommendations for adjustments to assessments next year, at least for LCA III. We will wait to get further information from Wally prior to making any final conclusions. Bob added that we should keep an eye on the roof and plan for its replacement.

Nan reported that the new budget info is in the financial report (as approved by the Association), but it is not balanced because the end of year balances did not get updated until after the end of the last fiscal year. What that means is there is slightly more money (a little more than \$2000) available than what is designated in the budget. If these funds are not needed, it will transfer into reserves. Nan mentioned we will generate about \$1200 this year in interest and pay about \$300 in taxes.

### **3. Update Regarding Setbacks**

Loren explained that he and Wally met with attorney, Jeff Ouderkirk, and he recommended that we leave this issue alone, not create variances, not make additional work for ourselves and recommended that we deal with any matter that arises on a case-by-case basis. The number of properties affected may be limited. The Board decided we would not take any action to change setback requirements in the guiding documents.

### **4. Revision of QWHA Regulatory Requirements**

Since the CCRs and the DRC Rules do not always match up we sought legal advice regarding how to address this situation. Wally and Loren reported that the DRC manual should try and direct procedural matters and be less specific about requirements. The attorney recommends we try and make them match the CCRs to the best of our ability. The CCRs should remain as the basic specifications and should be modified as little as possible. The CCR's could have language added that includes reference to use the DRC Rules as the interpretive tool and concurrently add definitions to the DRC Rules. This method could be useful to clarify several inconsistencies.

The Board hereby directs Wally Orchard and Loren Dickinson to draft changes to the CCRs and DRC rules and bring them back to the Board at the next meeting. Sherry made the motion, Bob Noble seconded it. The motion was approved unanimously.

Wally and Loren agreed that they would also propose maintenance standards as part of this effort.

### **5. Pool Operations 2018**

We need to identify who will be responsible for managing the pool/spa next summer. Joan and Doug have voiced their desire for a replacement (they deserve a break). The young man that did it last summer (Addison) is not available. Therefore, the strategy is:  
1. Ask Doug and Joan if they know anyone that would be interested. 2. Ask the

members if there is any interest. 3. Advertise locally. We should try and conduct search sooner than later.

## **6. Property Maintenance Compliance**

Loren provided an updated handout of the status of all activity by property owners contacted to perform work.

He reported that fifty three (53) letters were issued. Of those, thirty six (36) or 68%, have been resolved/completed. There are a few challenging situations. A few have never responded. There are still a significant number that are awaiting contractor availability to complete their work and that will not likely occur until next summer. There are a couple of owners that are contesting the notice to comply, and one owner has issued a refusal to correct the deficiency.

Loren has recommended that he continue working with those owners that are not in compliance. A list of non-compliance will be given to Jeannine to provide title companies if inquiries are made.

## **7. Use of Common Areas - Draft Policy Revised (Bob)**

At the last Board meeting, Bob distributed a draft policy regarding the use of common areas for special events. The policy would propose limiting the number of events and provide guidance for the Board in granting permission for these activities. After further consideration, Bob recommended to the board that we table this matter. There was concurrence No objection was voiced by the other Board members.

## **8. Roof Slope Issue (Loren)**

This matter will be left as-is with no change to the guiding documents.

## **9. Policy Regarding Roof maintenance (Wally and Loren)**

This matter was covered under item #4 above.

## **10. Other**

- A. A member has asked if there is a plan to resurface/improve the tennis court. There is very little use. The net and fence are also in ill repair. We need to identify the costs to improve it, and the cost to abandon it. (Bob to get quotes). This information could be referred to the membership for their consideration.
- B. There have been a number of recent power outages (in 2017). The most recent one was on Thanksgiving. The repairman indicated there were no plans for any improvements even though there is a detreating cable that has not been

replaced. The problem seems to be localized problem. Sherry will write a letter to Central Lincoln denoting our dissatisfaction and our impatience. Loren to provide assistance with technical details.

- C. Wally is concerned about the management of the riverbank plantings. Loren volunteered to take over this responsibility which includes monitoring conditions and supervising the necessary work to be done.
- D. There are some trees on QW property overhanging the streets (Jennifer Drive and Lori Lane). Wally will coordinate the tree trimming to be done.
- E. As is provided in her contract, Judy Line is eligible for a \$500 bonus for extraordinary performance as site manager. A motion was made by Sherry Dickinson and seconded by Wally Orchard to grant the bonus. Motion passed unanimously.
- F. Sherry will discuss the Board Secretary position with Mary Wiltse.
- G. Light at LCAII Garage is 1000W and operates on photo cell which means it is on all night. Sherry will conduct a walk-about and Wally will look into replacing it with something with less intensity.
- H. Bob will address the matter of construction materials being stored in the LCA III carport.
- I. Sherry has not yet met with the Riverbank Trail Committee but has sent out preliminary information. She will contact again after the first of the new calendar year.
- J. As a tentative plan, some or all board members may meet on February 25, 2018 in order to create a draft budget for 2018/2019. Time/Location TBD

**Meeting Adjourned at 4:20PM**

Next Board Meeting will be held on Sunday, March 4, 2018 at 2:00PM, at the home of Wally and Christine Orchard, 300 Jennifer Drive.