

FPEPOA BOARD MEETING MINUTES

SEPTEMBER 21ST, 2023 5:00 P.M.

LOG HILL FIRE STATION / ZOOM

The meeting was called to order by President Randy Mathis at 5:13 p.m. President Randy Mathis, Vice President John Peters, Secretary Mike Jones, Treasurer Katherine Paison-Senn were all in attendance in person. Board Member Paul Stashick was unable to attend.

Evelyn Bailey (administrative assistant) hosted the Zoom portion of the meeting.

1. Approval of Meeting Minutes

The previous Board Workshop Meeting Minutes were unanimously approved.

2. Review – Conduct of Board Meetings

Randy reminded the membership of proper meeting conduct including the following points:

Signing in on the sign in sheet with your lot number for in person attendees, limiting comments to two minutes and only commenting during the time when the board opens the meeting for discussion (after a motion is made for example), or allows for comments.

The board reserves the right to answer a question once they've had time to research the answer if the information is not readily available.

Any participant wishing to speak needs to raise their hand to be recognized prior to speaking.

An owner can request to have someone attend the meeting in their place if permission is requested in writing, sent to the board secretary and granted by the board president ahead of the meeting.

When a participant is asked to go ahead and comment, they should identify themselves prior to commenting and if they are civilized, they will be allowed to comment for two minutes.

No one is allowed to videotape and/or record the meeting other than the administrative assistant for the purpose of keeping accurate minutes.

If a participant becomes unruly, the board president has the authority to ask the participant to leave the meeting.

3. Revival of HOA Rule Enforcement

Due to the recent lack of enforcement of the HOA rules, the board announced that stricter enforcement would begin October 15th. Most notable are the issues with trailers being parked for longer than what's allowed, as well as slash piles that need to be cleaned up and larger than necessary piles of firewood that may be a fire hazard. The current procedures allow for the hiring of a third party to act as a compliance officer. Currently, our procedure is to have the CRC committee place a courtesy call to the violating homeowner to see if they're aware of the violation and allow them time to rectify it. If no action is taken within a reasonable amount of time, an official notification is given, followed by a hearing, then fines are assessed, eventually leading to a lien as a last resort. Randy suggested a paid

compliance person would be better than someone who is a resident. In the interim, the board will be seeking a volunteer compliance officer, with possible payment to the individual.

Homeowner Gary Lawrence asked how much a compliance officer would be paid, and the response from Randy was the board would need to investigate the number of hours worked etc. Other board members talked about how any fines levied would hopefully cover any payment to a compliance officer.

The admin will put out an email blast notifying the membership that the HOA rules will be enforced as of 10/15. Also, if a homeowner notices a violation they can notify the CRC committee, via the admin by email, documenting the specific violation from our governing documents. The admin will forward it to the CRC committee for follow-up.

The CRC committee pointed out that some violations fall under the county laws (e.g., noise complaints, dark sky lighting issues, etc.) and those will be referred to the county for follow up.

4. Review/Discussion of Association Insurance

Secretary Mike Jones reported that he received information about our current association policy that he has forwarded on to Treasurer Katherine Paison Senn. Katherine indicated that the policy was just renewed and will reach out to insurance agencies/carriers that she is familiar with that specialize in association insurance to see if the current policy meets our needs as far as liability, coverages, what is covered, rates, etc. A decision was made to put together a work group to review and analyze the insurance policy with the current insurance company and the admin will send out an email to the membership looking for members that have insurance experience who might want to assist in this process.

5. Budget Review Progress

Treasurer Katherine Paison Senn is in the process of gathering all the information needed to put together the budget. She will meet with the Road Committee and the Finance Committee to proceed with the budget. She is looking to present the budget at the October meeting.

Randy also discussed that there will be a need to raise the yearly HOA dues as they have not been raised in several years. The goal, as Katherine has suggested, is to put together a strategic vision for the association, including a 20-year plan to budget for large expenditures, such as our roads. He said there will be at least a 5% increase in the yearly dues for next year, however, the goal is to generate a detailed and accurate budget that considers increased costs and will identify the true amount of increase that will be needed to maintain the association going forward.

6. Increase in Golf Annual Dues per Paul's Calculations

The formula listed in the CCR's for calculation of the golf dues is somewhat convoluted and is based on the CPI index that is adjusted by the government and might not be completely fair to the golf course. A working group will be looking into this.

7. ARC Variance Request

The Hoke/Weeks variance request was adjusted by the homeowners, re-submitted to the board, and unanimously approved by the board via email vote.

The variance request for an approximate 10' x 12' ground mounted solar panel system by another homeowner was discussed by the board. Issues mentioned included a cost comparison that has been requested of the homeowner between roof mounted and ground mounted panels, an accounting of how many trees would need to be removed to install the panels etc. Per state law, the homeowners' association cannot prevent a homeowner from installing solar panels on their property. However, the association is allowed to establish guidelines regarding the location and manner of installation, as long as these guidelines do not result in higher installation costs based on the association's standards. The board discussed the possible costs and the need to ask for a cost comparison from the owner. The board voted to disapprove the variance as written with the condition that the owner could resubmit if a cost comparison of roof mounted vs. ground mounted panels including removal of trees was included.

8. Committee Updates

- a) Road Committee – Eric Loeb reported that the final chip sealing bill was \$66K less than the original estimate. He also reported that United Paving was coming back to take care of a few minor issues and instructed the treasurer not to release the funds until the job was completed. He also estimated that the road committee would need \$80-100K per year for the next 5 years to pave all the roads. The board approved a motion to nominate Bernie Hermann and Brent Lively to the Road Committee.
- b) ARC Committee – Jerry Simon reported after some research that the total square feet of the solar array requested in the variance is 338.17 sq. feet., equal to an approx. 17' x 20' space. He also reported 26 projects under ARC management, with 5 of those projects with their CO's issued but have not passed or requested a conformance review. 4 projects are currently inactive, 3 of those are delayed due to various issues. 1 partial conformance deposit has been issued. John Peters gave an update on the status of his projects.
- c) Finance Committee – Board Treasurer Katherine reported that she's been gathering information about the finances from Middleton Accounting and will have recommendations in the next board meeting. She also indicated that she believes that the collection policy for delinquent accounts has not been followed but she will follow up and will update the board accordingly.
- d) CRC Committee – Steve Williams reported that they are focusing on continuing to review the governing documents with the board as well as establishing procedures on enforcement of existing bylaws and HOA documents. The board discussed finding a volunteer to handle compliance issues until a permanent position can be filled.
- e)** Welcome Committee – Mike gave a report updating the activities of the Welcome Committee. They have a Welcome Fiesta event at the clubhouse planned for October 1st.

9. Old Business

Randy gave an update on the old clubhouse demolition. The owner has elected to go ahead with the demolition. He read a letter from the county indicating they are planning to go ahead with a hearing regarding the violation of the rubbish ordinance as the demolition was not completed by the time limit set by the county. The hearing is scheduled for Sept 26th at the 4H center.

10. New Business

Katherine discussed the need for her to have real-time access to the association's financials with Middleton Accounting. She recommended that the association purchase software for her to be able to implement this process. The board considered her motion to pay for an accounting software interface or a standalone interface to facilitate access to the association's financials at Middleton. The final motion passed with a modification approving a \$50 per month expenditure to obtain the necessary interface.

11. Comments/Questions

There were no comments/questions from the attendees.

Randy reiterated that the admin will send an email requesting a member volunteer with insurance experience to assist with a review of the current association insurance policy.

A continuation of the board working session meeting was set for October 2nd, 2023 at 3:00 p.m.

A date for the next board meeting was set for October 19th, 2023 at 5:00 p.m.

The meeting was adjourned at 6:45 p.m.