

**Nisqually Estates Homeowners Association (HOA) Board Meeting
Minutes
January, 17th, 2022**

Board Members Present: Rebekah Jordan, Melissa Worthington, Tara Jaksha, Cynthia Nicholas, April Newman

Board Members Not Present: None

Other Homeowners or Guests Present: William Jordan, Nathan Worthington, Skip Houser, Joe & Robyn Brandfas, Linda Suina, Linda hill, Krista & Jeff Alwine, Lynda Newcomb, Shawn Christensen. Rob Mendel

Announcement:

recording of any part or whole of this meeting is prohibited by Washington State. It is a crime to record a private conversation without the consent of all participants

Section 10 of our By Law's allow for telephonic meetings: the members may participate in a meeting of the members by means of a conference telephone or similar communication equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence in person at the meeting.

1. Meeting opened: **Time 6:30 via Google Meets**
2. A motion was made by Melissa and seconded Tara to formally approve the October 23, 2021 annual meeting minutes. **Approve 5:0**

A motion was made by Melissa and seconded Tara to formally approve the October 23, 2021 executive Meeting Minutes. **Approve 5.0**

Homeowner questions: Why are there votes on the nominations when there was no quorum?
Answer: It was noted from the proxies and ballots received. Will change wording in minutes.
Questions: Rob Mendel name is spelt wrong on Executive minutes?
answer: will fix. Before posting October minutes.

3. Financial Report-April Newman

- a. Financial Status (Account Balances and Anticipated Expenses)
 - i. Savings (Reserve) \$24,395.99 and Checking \$57,100.74, as of **January 17,2021**
 - ii. Bank statements shown: BECU Oct., BECU Nov., BECU Dec, and Timberline nov.
- b. Major anticipated expenses:
 - i. Lawn Pros \$842.43/mo: on auto pay

ii. Yelm Water: \$37.84

iii. Other expenses:

1. gift cards-halloween 190\$ christmas- 183\$
2. thanksgiving dinners 86\$
3. ornaments 25\$
4. Ups prints- 22\$
5. Christmas family- 37 dollars a person = 259\$ homeowner dues not part of this.

Deposits besides dues:

6. Thanksgiving donations: 404.75\$
7. Christmas Donations: 720\$
8. Title transfer fee: 3=750\$

c. 2022 Dues Status 89 out of 120 paid as of 1/17/22 Annual Dues Due January 1st each year; Considered late on January 15th

- i. Nov- 20 homes paid=3,780\$
- ii. Dec- 21 homes paid=3,969\$
- iii. 48-January homes paid=9,072\$

d. Lien status (Total # of Liens, # of Properties with Liens): Total liens 3- 2 Liens on 1 lot, 1 - for not paying 2021 dues

e. Secretary of State Filing for 2021 - \$10 was done in Nov 2021.

f. Tax Filing: getting together this coming weekend.

g. Lawyer: 1,691.93\$

4. Insurance: New Agent: Steel Clayton with State farm.

5. All money has been transferred to BECU and the Timberland account has been closed. April Newman has been added to the BECU account.

Homeowner questions: Why did the hoa use hoa funds for families during the holiday? And why was this not part of the annual meeting discussion?

Answer: We did discuss helping families out for the holidays at the annual meeting and us Board members voted through email to do the holiday activities. It was missed in the notes. Melissa and Rebekha both have it written down in their personal notes they are not just at the end either there in the middle of the meeting. Oct. 2021 Mins have been amended to show that part of discussion. As for the fund the Flyers and notices that went out did state The HOA wanted to help a family and if we got donations then we could help more than one? Next time please raise this concern when event information is sent out, so we can clear up the misunderstanding before it happens.

6. Architectural Control Committee - ACC Report-Tara

Members: Staci Dilg, April Newman, Rob Mendel

- A. drive around date(s) Oct 11, 2021, Nov. 14, 2021, January 2022-to be scheduled
- B. Request: Trailer, roof, fence,
- C. Violations: Trash/ recycle bins, garbage, fences, flower beds, Leaves, Moss, trailers

and lawn equipment being stored in view, missing house numbers, building materials, paint notices (given until end of summer 2022 to complete)

D. Fines:

- 1 for unapproved removal of flower beds
- 1 for flower beds and support posts
- 1 for fence issues
- 2 for moss under vehicles.
- 1 for raw trim around door not painted
- 1 for garbage/debris buildup

7. Old Business

A. Holiday contest/events- (Melissa)

The kids and families really enjoyed the pumpkin hunt. The Halloween pumpkin carving contest could have had more participants but 1st was Melissa Worthington, and second was Linda Suina which she gave her prize to their daughter who also made a pumpkin. It was not too bad for the first time doing this event. The Halloween decorating contest had 60+ homes that participated. With the most votes 1st was 10416 Brighton. 2nd was 10345 redfern and the drawing winner was 10425 105th. Melissa put together an ornament hunt which was enjoyed as well. Melissa bought plain wood ornaments and painted them then hung them around the neighborhood. Two winners received gift cards to the dollar store. All others who brought Melissa an ornament(S) also got a treat. For Thanksgiving we did a free dinner for families in the neighborhood. We were able to help 5 families between the donations and board. The families were picked through a nomination process. With the success and Community members help of thanksgiving they suggest we do something for christmas. So we put together a quick nomination requested and have selected two families to buy gifts for. All donations and gifts were delivered before christmas. We also had a holiday decoration contest. There were 84 homes that participated. 1st was 75\$ walmart gift card to 15307 105th, 2nd was 50\$ walmart gift card to 10407 Brighton and the participation drawing was 25\$ walmart gift card to 10426 Red Fern.

Comments from the families we helped

“I just wanted to say thank you to whoever nominated us for the thanksgiving meal and to the HOA for putting this together my Family was very grateful for this gift. you all are amazing.”

“Thank you for nominating our family for Thanksgiving. This means a lot we were not going to do much since my husband is deployed. I was in shock when we received the gifts. HOA and Families thank You so much.”

“Thank you very much, that was all so amazingly generous of you all and my family is very grateful. I’m still a little in shock and overwhelmed with the emotions of it

all but I really do sincerely appreciate it”

“To whomever nominated us and the HOA... We want to acknowledge all your kindness to us. Having a good neighbor has always been at the top of our list for wherever we have lived. It makes the world a brighter place to know you live close by. A neighbor is often not someone you get to choose. You win some, and you may lose some. Happy holidays to all and many many thanks!!!”

- B. Little Library From The girl scouts in the neighborhood has been installed and is ready for use. It's located in our community park on Red Fern Ct.

Question from homeowner: what is a little library?

Answer: A Little Library is a free book exchange “take a book, return a book” there are all kinds of genres, Melissa took a look the other day there is true crime, religious, children's chapter books, learn to read, and much more.

Question form homeowner: We are new to the neighborhood and didn't know there was a park?

Answer: The Park is located on the cul de sac of Red Fern in the middle of the neighborhood. We don't have any play toys at the moment, But we do have a bench, trees and a concrete slab for four square. A few years ago park ideas were brought to the annual meeting and homeowners voted no to the improvements, so it's been in maintenance status. Since the vote, there have been new people moving into the neighborhood so maybe we will put the suggestion out there again.

- C. Lawn pros Entrance and nisqually meadows area tree trimming.

1. Lawn pros say it is not the time of year for the trimmings. Needs to happen in early spring/fall.

8. New Business

A: unauthorized web and facebook pages letter

A motion was made by Melissa Worthington seconded by Tara to formally request and provide notice and the request of the removal of any unauthorized website(s) or Facebook page(s) that are identified, presented, displayed or representing as being similar to the “Nisqually Meadows Homeowners Association” and/or Facebook page of the “Nisqually Meadows Homeowners Association”. A social media website, or Facebook page are deemed to be unauthorized if operated or maintained by anyone without approval of the Nisqually Meadows Homeowners Association Board.

Any existing or similar looking websites or Facebook pages shall be modified to ensure that there is no likelihood of any confusion or individuals being misled by those websites or Facebook pages. Any unauthorized web or Facebook pages must clearly state that it is not associated with the Nisqually Meadows HOA nor the official website of the HOA, or its Board members. Any description or instances where an unauthorized website or web page provides a link or opportunity to contact the Nisqually Meadows HOA Board shall be removed, as this is not authorized nor managed or monitored by the HOA Board.

Approve 5:0

A Motion was made by Melissa and seconded by Rebekha to direct the Nisqually Meadows HOA Board to have legal counsel write letters to any noncompliant parties pertaining to the unauthorized web sites or Facebook pages as described in the motion adopted by the Board pertaining to such and to further advise the Board as to the need to pursue any additional legal action necessary to obtain compliance.

Approve 5:0

owner of unauthorized pages: I have had these pages since I got out of the military in 2010. I used my own funds to start them. They are for all that live, own, rent or are in neighboring neighborhoods. There is no approval to post.

HOA Response: Rebekha stated that he had been reimbursed from the Hoa. The Hoa owned these pages and he did not turn them over. There is documentation in minutes after he resigned from the board. Also there are many emails between legal counsel, HOA and this individual, about the refusal of turning over the webpage and facebook page. Furthermore there are bank statements at the time of this reimbursement. The HOA made a new webpage and facebook group. The new one has all the history of his website. It's been 6 years and he still updates and controls all information on them. There is even a form on the webpage that homeowners can fill out, But the hoa never receives it.

Homeowner question: So if I fill out this form, the hoa never receives it? Who receives it then?

Other page owner: that he had changed it to the hoa email a long time ago, so the hoa should be receiving the messages.

Hoa response- we do not receive these and never have, we know this person does because they forward some of them on to us.

Other page owner: He just now said he disabled the form as we speak.

Homeowner question: Since these other pages are much easier to get information out there by posting and not having to wait for approval, so they prefer to post there. Is the hoa willing to remove the Approval of post?

Answer: Yes the hoa is willing to remove the approval of the post, but the whole reason behind the approval was because some hot topics got blown up out of proportion and the board took a big hit of angry community members because we did not handle these situations. This all happened while we were at work. We also had community members coming to our jobs to complain. We will remove the Approval of posts on facebook and add a rule to the page about if they blow things out of control or show up at our place of work they will be removed from the group. The Rules are all under the About section of our Page. We will not tolerate the breaking of the rules.

Homeowner Question: It was my understanding that the fake sites you are referring to were the original official Facebook and website previous to 2018? So it holds historic information. Right?

Answer: We (the board) have talked to community members (new, old and somewhere in the middle) and most are confused about what are the official Nisqually Meadows HOA sites. Although there may be history on these unofficial sites, the Nisqually Meadows HOA officially has no authority to the content on these sites. The owner of these sites was a previous board member who resigned back in 2016, and still maintains control of all information on these sites. HOA Board members have been

removed, muted, and had posting restricted (at least one member for 30 days), by the individual who owns these sites. These sites are Misleading and misrepresent the HOA to its community members. On a specific post when board members directed comments for the board to the official Nisqually Meadows HOA site, this comment was deleted and flagged as misinformation. Our webpage has all the history from before it was made. It was all transferred to it.

Homeowner question : When I posted on the pages why were my comments deleted? **Answer:** This was not done on the official HOA Facebook page. The HOA does not have any control on what comments get kept or removed on this other page. We have had our personal comments removed several times. We the board are no longer members or on this other Facebook group.

B. Mail boxes

- We currently have BK Cital Cluster box Units- 1570-16 (type iii)
- They have Large, Built-in Parcel Lockers Secure Outgoing Mail with Compartments Overlapping Seams to Prevent Prying Large Compartments with Heavy-duty Cams
- Interlocking, overlapping seams and tight clearances to prevent prying
- They are Officially licensed by USPS:
- They guarantee that all of these products meet the highest standards of security and durability

1. **Individual boxes-** according to the Yelm Post office they will not allow us to change from a cluster to an individual mailbox for each home. They said these get robbed just as much as cluster boxes and possibly worse because if the thief can not pry it open then they take the box in some instances and they can just go through and slide the mail directly into their vehicles. With the cluster boxes they do have to work a little harder, not less than someone gave them a key. Not assuming this happened but there was no damage to the boxes and where it was open was through the post office entrance. This will also add time and scheduling to each route and they do not have the manpower to up this request. There is already an issue of mail being delivered to the wrong address, saying it was delivered and difficulty of receiving packages.

2. Cameras

We want to emphasize that the HOA Installing Cameras is not as Simple or easy as a private homeowner installing cameras.

- We have contacted the lawyer asking security and privacy questions concerning cameras. Before we do anything we want to make sure we don't break any rules and keep the privacy of our community.
 - He advised us not to get in the camera business. There are a lot of logistics of things on who, where, what, and how, that can cause issues with privacy and rights of members. Who will have access is it only for when crime or act of crime is happening? The maintenance and everything that goes with cameras puts a lot more work on and authority on to the current board and future board members. If you're serious about adding cameras, call the city, post

office and security companies to see if they will approve and cost. A main issue is with a camera if it has audio then you need **everyone's consent** that will be on the cameras. This also brings up the concern of privacy of its members. How will it be used? If Commercial/ public use then no but if its a private owner they can have them on their property. **NOT GOOD FOR THE HOA.** Some suggestions are to improve lighting, a sticker that says "smile on your camera" could work but thieves don't care.

- The city of Yelm will allow them but it will not be their responsibility for upkeep or security they don't want anything to do with them for our community. There could be a lot of issues if there are cameras. They want us to make sure we do our research and think about it good and hard before going that route.
- The Hoa could be sued and taken to court. This would affect everyone. Not just the board. We have to send out disclaimers and everyone has to agree.

3. **Signs** for saying you are monitored

We can add these with or without cameras.

- The lawyer stated we can do this but dont think it will be much of a detrainment. ● how our mail boxes open, we can only have a 2 inch wide area on the top lip to post anything on the front.
 - Stickers range from 7\$ to 50\$ depending on material
 - Stickers need a dry clean surface to shear property to the surface of the mailbox, So we would not be able to add stickers right now due to constant wet cold weather.

The City of Yelm recommends having more detailed signage not just "smile your on camera" if we go this route. Example: "This area is protected by video surveillance. Security cameras and equipment in use. "Recordings are used to help prosecute any crimes committed on this property"

4. Suggestions, concerns, and questions

1. Suggestion: Blinky bland cameras

Pros:

- a. They can run up to two years on a single set of AA lithium batteries. b. They are weather resistant, not sure if this is only if they are under a cover or directly out in the weather.
- c. Motion detection and live view. and two-way **audio to speak**
- d. Video storage: need a blink subscription plan.
- e. Lowes: 5 cameras for 380\$ before taxes
- f. Storage up to 60 days.
- g. Extended warranties

Cons:

- a. **they have audio**
- b. The mount is easy to break

- c. Not the highest end system
- d. The resolution at a distance is really fuzzy. Night time is worse.
- e. Real time images take a few mins and are glitchy.
- f. **Full wifi strength** to store clips.
- g. Customer service with blinky is not very good.
- h. Sensitivity has to be messed with or you get multiple alerts for like a month i.
- Subscriptions only sold and managed on Amazon.com(auto renew) i. Basic plan - 30\$ a year before taxes
 - 1. Number of device supported 1
 - ii. Plan plus- 100\$ a year before taxes
 - 1. Number of device supported unlimited
- j. Would have to be monitored by your volunteer board.

2. Suggestion pole with power and light (solar or plumbed)

Pros:

- a. can mount cameras/light not on homeowners homes.
- B. will have more light then what is there now

Cons:

- a. City of Yelm: it is difficult to get permits on this type of stuff especially if it is in any type of existing easement or right of way.
- b. City of yelm did not know at the time we talked about how much it would cost us. But it is not cheap and there is lots of logistics to go with it. c. Would have to coordinate with several contractors and the city. This can be spendy.
- d. Could possibly not be in a good spot for cameras

3. Structure around boxes with solar lights (trellis or pergola or canopy) *This idea is most favorable with the city. As long it dont mess with the ADA requirements.

Pros:

- A. can mount cameras/light and not on homeowners homes.
- B. will have more light then what is there now
- C. would be able to do solar or battery motion lights.
- D. Can be installed with mail boxes already inplace.
- E. can add custom detail and design to the neighborhood.
- F. Chris The City of Yelm thinks this might be the best idea. We would need permits and they are willing to work with us to get what we need. When we have more design in hand with all the information they will let us know what we need for a permit.
- G. we could also add some architecture details in the park area to tie in the whole community.

Cons:

- a. Depending on what material and future maintenance of the structure (when it has to be replaced, will it rust or rot, ect.)
 - i. It will take time to get permits and to install.
 - ii. Will need a third party contractor to install. (finding one for our pathway has not been easy)
- b. Can not interfere with ADA on sidewalks or access to mailboxes.
- C. can cause more ways to hide from home that are near by
- D. light Shining in Homes windows near the mail boxes
 - ** homeowners at the meeting would like to see more lighting for sure.

4. What can we do to deter thieves at the mail boxes?

From post office:

- A. Check your mail daily, as early as possible. We know mail is not delivered at a consistent time but please try to pick up your mail every single day. This will help deter any future break ins and prevent further loss. Usually if thieves don't get anything they don't come back.
- B. The HOA cannot report your stolen mail/packages for you. You must call and speak directly to the police officers.
- C. Report suspicious activities, the best security we can do is to watch out for each other.
- D. Post office is okay with cameras as long as there are signs.
- E. They suggest better lighting. Some boxes are really dark.
- F. They have had customers put a doorbell camera in their personal box, and a door bell alarm that notified the customer that the box was open. This could be an option for homeowners as long the Post office knows you're monitoring them with a visual notification in the box.
- G. They're not sure about stickers, they don't see them very much on mailboxes.

From city of yelm:

- A. having motion lights has been the best deterrent but even gated and well lit places still can have a theft problem.

6. Security company (April)

April found this disclaimer- Provide Video Surveillance Disclaimers for Owners: ***Importantly, associations who utilize video surveillance, or any security steps. Should provide a written disclaimer to all owners that the association's efforts are not designed to ensure a safe, risk-free environment. In adopting the measures. The association is not taking responsibility for the welfare of its members and guests, and each owner must exercise diligence and common sense. There have been cases outside of Washington where condominiums who employed security measures but did not provide any type of written disclaimer were held liable when an owner or guest was harmed on the premises and proved in court that the association created a heightened standard of care. Signs posted within the community notifying persons of video surveillance should also include a short liability disclaimer*** Pros:

- a. The security service is fairly inexpensive. Knight hawk about 350

- Cons:
- b. surveillance not in the hands of Homeowners or board
 - a. Cost of equipment (cameras and maintenance) not sure if installation is part of this. Upkeep is per a camera.
 - b. They use contractors to install camera systems which could be anywhere from 500\$ to 20,000 \$ per mailbox. This also depends on the quality you want. Just ballpark figures.
 - c. Contractor would need to come out to look at sight and survey it before being able to get us a quote.

7. Gates: these have been suggested in the past and tonight. There are pros and cons. Only authorized vehicles can be in the neighborhood. But this could affect package deliveries, mail delivery and possibly emergency vehicles. If it breaks down how will we get to and from our homes?
Maintenance. This will not stop people from walking off trail.

7. Question? Will it raise dues and our insurance?

Yes just from basic ballpark quotes from the security company, it will go up this does not include the permits the cost of installation of equipment to even have cameras. ect. and yes insurance would also be effective it would increase liability. Just some basic numbers 500\$ x 4 groups of mail boxes =2,000 a year or 167\$ a month if we would divide the 2,000 between homeowners it would have to be no less than 17\$ per a house.

C. Acc Community Changes

Positive interactions, going a different route.

A motion was made by Tara and seconded Melissa to formally remove Rob Mendel from the Acc Community and formally add Joshua Austin, Robyn Brandfas to the ACC Community Starting today. **Approve 5:0**

D. Our Webpage

A. we are planning on adding a few things to the web page and rearrange the layout. Is there any information you would like to see there please email the board?

9. Open Forum for Comments and Questions:

- a. Receipt of Dues payment in Future. Another added expense if we send out printed receipts. We do send an email or sign a copy of the billing for homeowners that ask. Best way to know we have cashed a check is to check at your bank. Or email asking if it was received.

10. Next HOA Meeting will be held: Monday February 21, 2022 at 6:30pm via Google Meet.

Adjournment:

HOA Meeting Schedule - December, February, April, June, August, Annual meeting in October

11. Meeting Closed at **8:27pm.**

Minutes approved by proper vote of HOA Board as indicated by Signatures below

Esigned by: Rebekha Jordan 2/21/22

Esigned by : Tara Jaksha 2/21/22

Nisqually Estates Homeowners Association (HOA)
Board Meeting Minutes
February, 21st, 2022

Board Members Present: Rebekah Jordan, Tara Jaksha (Chair), April Newman, Cynthia Nicholas

Board Members Not Present: Melissa Worthington,

Other Homeowners or Guests Present: Kathy Howell, William Jordan, Lena Pilor, Shelby Villareal, Andrew Rigel, Sara Stratton, Lynda Newcomb, Delixa Roche Martinez, Jonathan Dansby, Rob Mendel, Justin Elwanger, Jorge Carrera, Staci Dilg,

Announcement:

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 - i. Savings (Reserve) \$24,396.40 and Checking \$ 57,667.95 as of February 21,2022
 - ii. Bank statements shown: BECU January 2022
 - iii. Major anticipated expenses:
 1. Lawn Pros: \$842.43/Mo: AutoPay
 2. Yelm Water: 0\$ has not been turned on yet
 3. Lawyer: 1,691.93\$
 4. Other Expenses:
 - a. Website-\$77.76
 5. Deposits besides dues:
 - a. Violation Fine(s)
 - b. Title Transfer fee:
 - i. January- 1 @ 250
 - ii. February-1 @ 250
 - iv. 2022 Dues Status 108 out of 120 Paid as of 2/21/22
 1. notices went out 1/17/22

- a. Since last meeting January- 6 homes paid= \$1143.80
 - b. February - 14 homes paid = \$ 2,646
 - c. Liens will be placed in March for unpaid dues
- v. Lien status (Total # of Liens, # of Properties with Liens):
 - a. Total liens 3- 2 Liens on 1 lot, 1 for not paying 2021 dues
- vi. Tax Filing:

4. **Architectural control Committee**- Acc Report- Tara

- a. Members: Staci Dilg, Robyn Brandfas, Joshua Austin, and Board members
 - i. Drive around date(s): January 2022
 - ii. Request: Painting,
 - 1. Garbage/Recycle/Yard waste cans,
 - 2. Yard upkeep,
 - 3. Fences,
 - 4. Garbage
 - 5. Debris, Nosie.
 - iii. Notices and Violations:
 - 1. Painting-
 - 2. Fences -1
 - 3. Garden/yard- 1
 - 4. Roof -1
 - 5. Sheds-
 - 6. chickens-
 - iv. Fines:
 - 1. one for unapproved removal of flower beds
 - 2. One for flower beds and support posts
 - 3. One for fence issues
 - 4. two for moss under vehicles.
 - 5. one for raw trim around door not painted
 - 6. one for garbage/debris buildup
 - v. Reminders: Acc request needed, courtesy notices,
 - 1. waste bins/garbage/recycle- must be behind a fence or garage out of public views. Needs to put up at least the night of no later than the next day. Can go out the day before
 - 2. Garden areas need to be maintained. Anything removed,added or major changes need an acc. request.
 - 3. Before anything is done, ask a board member or read the ACC. It will be noticed if not by Acc but others in Neighborhood.
 - 4. Courtesy notices are just that. They are something we saw and we are nicely letting you know.

5. **Old Business**

a. unauthorized web and Facebook pages follow up

Still has some contact board in some areas and still looks similar but it's off to a good start.

b. Mail boxes follow up.

i. Cameras- Will not be doing too much liability to the HOA.

ii. Lighting/structure- Melissa had been Looking into Kits

1. Kits- anywhere from 3000- 2000 still looking into different styles and material. So far Eco-wood is the cheapest with a 12+ year life span. The most expensive is the Vinyl

2. Melissa also mentioned to some of the contractors we have come out to look at the path recently if they do vertical installs. So far one says they do. Most will just do the footings for the post

3. Melissa is looking at more Trellis, arbor or pergola style. These are more open and will not block nearby homes as much and we still can add lights.

iii. Signs - will not do because they do not fit on the mailbox and there is no place close by to put them that is HOA Property

iv. Security company to monitor cameras- not doing cameras so we do not need this.

v. (new) Looking in to a company to patrol neighborhood during night

1. Melissa reached out to PPS of olympia, WPS and security Guard services

a. PPS does not do HOA any more; they have had too many conflicts.

b. WPS - are ex or current police officers, 8pm-8am- 75\$ hr. For constant patrolling of the neighborhood. 30\$ for each random patrol during the night. With both services we offer emergency response services so residents can call for any reason from domestic violence, unwanted guests, suspicious activity, etc and if the Officer is on site they can respond in less than 60 seconds and if you select Officer patrols our average response time is 6-8 minutes from time of call. Response services are free if they are on site and if you select patrol services it is \$30/call.

c. Have not heard back from Security Guard Services.

vi. Reminder-

1. Check your mail everyday best if it's as soon as you can.

2. Report suspicious activity

3. Watch out for one or another.

vii. (new) Reaching out to other HOA's

1. From the ones who got back to Melissa, They are not doing much. They let the post office change the locks. Like we did. They sent out reminders to check their mailboxes and report suspicious activities.

- c. Our Webpage
 - i. New announcement tab
 - ii. Contact us tab.

6. New Business

- a. Annual yard sale-
 - i. Vendors? Multiple weekends? a couple times a year?
 - ii. Poll will be added to facebook and webpage asking what weekends work best for the neighborhood.

7. Open Forum for Comments and Questions:

- a.

8. Next HOA meeting will be held: Monday April 25, 2022 @ 6:30pm via google meet

9. Meeting Closed: Time 7:40 Pm

Minutes approved by proper vote of HOA Board as indicated by Signatures below

Esigned by: Melissa Worthington 6/6/22

Esigned by April Newman 6/6/22

June 1, 2022 Nisqually Estates Homeowners Association (HOA) Executive Board Meeting Minutes

Board Members Present: Melissa Worthington, Tara Jaksha, April Newman, April Alimbuyao

1. Meeting opened: **via Google Meets @ 645pm**

2. **New Business**

A. New Member April Alimbuyao tasks and responsibilities.

i. Showed where to find secretary minutes and agendas on drive.

B. Discuss improvements and schedules for the HOA

i. Figure out the raise hand feature in Google. Could not be found.

ii. Billing will be sent out the first week of the month. This includes fines and due lien payments will try to send acc notice with this to if they are the same houses.

C. Discuss possibly purchasing a Cell phone for the HOA we are on the fence about this yes it would be great the community would have a way to contact outside of email. ACC could use it to take photos on their drive around. And the community members wont have our personal number. But then we run into being on demand and if we don't answer then they will be upset.

D. How to send out notices (email and mail)

i. mailings and email. (send through mail and a day later send email to consent members)

i. Suggested we send out something every 6 months to once a year to make sure the contact information we have is correct..

E. Acc

i. Courtesy notice/violation/request tracker.

ii. Scan drive around notes and then get together with the committee to help write.

iii. Started ACC Guidelines Draft to vote on in a future meeting.

a. Dogs, burning, solar, street tree, notice time frame

iv. Add reminder about speeding

v. Acc Committee meeting here soon.

I. Nomination committee

I.no to committee, if we are not going door to door why should a committee have to. notices with a time frame for them to respond, Melissa creates a form. To fill out online and April A will send out and monitor. Should have all come back 30 days before the annual meeting. Something we should remove from cc&r

3. Meeting closed: at 8:00pm

Minutes approved by proper vote of HOA Board as indicated by the Signatures below
Esigned: Melissa Worthington 6/6/22 Esigned: April Newman 6/6/22

Nisqually Estates Homeowners Association (HOA) Board Meeting minutes June, 6th, 2022

Board Members Present: Melissa Worthington, Tara Jaksha, April Newman (Chair),
April Alimbuyao

Board Members Not Present:

Other Homeowners or Guests Present: Lena & Tyler Pilor, Lynda Newcomb, Jonathan Dansby,
Jamie Hill, Andrew Rigel, Dalixa Roche Martinez, Cory and Amanda Ellis, Robert Mendel,
Corrine Weidman, Joe & Robyn Brandfas

1. Meeting opened: **Time 6:34 Pm Via Google Meets**

Announcement:

Recording of any part or whole of this meeting is prohibited by Washington State. It is a crime to record a private conversation without the consent of all participants

Section 10 of our By Law's allow for telephonic meetings: the members may participate in a meeting of the members by means of a conference telephone or similar communication equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence in person at the meeting.

***** [Rules for meetings moving forward.](#)

[We will go through agenda and will ask for questions no more interrupting](#)

2. **Motions/approvals**

A. Resignations of Rebekah Jordan & Cynthia Nicolas

i. Both approved though email/text in March 10, 2022 **Approved 4:0**

B. Resignation of Josh Austin

i. Approved through email May 10, 2022 **Approved 4:0**

C. New board Member, April Alimbuyao

i. Approved through text May 4, 2022. **Approved 3:0**

D. Motion made by April Newman and second by Tara to approve the February 21st, 2022 meeting minutes and Executive Meeting on 6/1/22. **Approved 4:0**

3. **Financial Report:** - April N.

A. Financial Status (account balances and anticipated expenses)

i. Savings (Reserve) \$24,397.98 and Checking \$46,639.73 as of June 6,2022

ii. Bank statements shown: February 2022, March 2022, April 2022, May 2022 B.

Major anticipated expenses:

i. Lawn Pros: \$846.30/Mo: AutoPay will be looking in quotes here in the next month

- ii. Yelm Water: \$0 has not been turned on yet here will be when work is done
 - iii. Lawyer: \$6,561.55 (2765.82 Liens)
 - iv. Insurance: \$2,162.00
 - v. Other Expenses:
 - 1. Pathway Contractor- \$4,247.88 deposit rest when job is finished more information under Old business
 - 2. Stamps and Envelopes- \$153.86
 - 3. Signs for mailboxes-\$60.68
 - a. Motion was made by Tara second by April N. through text, to approve purchase of 8 “smile you’re on camera” magnetic signs and 6 stickers off amazon for each side of the mailbox clusters. **Approved 3:0**
Put on mail boxes 4/7/22
 - 4. UPS printing-\$28.31
 - vi. Deposits besides dues:
 - 1. Violation Fine(s) 1-\$180
 - 2. Title Transfer fee:
 - a. February 3=\$750
 - b. March-0
 - c. April-1=\$250
 - d. May- 4=\$1,000
 - vii. 2022 Dues Status 116 out of 120 Paid as of 6/5/22
 - 1. February dues - 13 homes paid= \$1913.19
 - 2. March dues- 7 homes paid= \$1356.62
 - 3. Financial notices went out 3/12/22 mail. 3/14/22 on doors.
 - viii. Lien status (Total # of Liens, # of Properties with Liens):
 - 1. Total liens 8-7 properties
 - 2. 6 New liens for not paying 2022 Dues
 - 3. Lien billing went out 4/9/22, 5/1/22, 6/5/22
 - 4. Lien paid off 2- \$2293.32
 - C. Liens places with Lawyer
 - i. Motion was made by Melissa 3/22 through email second by Tara J. to formally approve hiring Dille Law, PLLC as our Lien Lawyer. **Approved: 3:0**
 - 1. Retainer- none
 - 2. Cost:
 - Initial letter (re: lien to be recorded) 250.00
 - Preparing Lien & recording lien \$250.00
 - Lien recording fee \$210.97
 - Preparing lien release and recording lien release \$250.00
 - Lien release recording fee \$210.97
- If the HOA wants to proceed with foreclosure on any liens we record that drastically increases the costs

Questions: Not at this time.

4. Architectural control Committee- Acc Report- Tara

Members: Staci Dilg, Robyn Brandfas, and Board

Announcement: Door to door. At the last board meeting it was requested that the ACC approach the homeowners by knocking on their door prior to or instead of sending out courtesy notices. The ACC Committee and Board have discussed this and there are several issues with this. First of all, we need to put everything in writing. So knocking on each homeowner's door is not "instead of" sending courtesy notices but in addition to sending them. I spent at least 8 hours this last drive around sending out courtesy notices. That doesn't include any of the time spent following up on the courtesy notices to be sure the homeowner has resolved the issues, processing all the ACC requests, and the time I spend on the board. So in addition to the 8 hours I spent sending notices, the request would be that we would spend several more hours going door to door to each home to speak directly with the homeowner.

We also have received multiple hostile and threatening emails from homeowners. We feel that knocking on doors puts us in a safety risk as we don't know who's door we are knocking on and how they are going to respond to us.

Melissa and I have personally gone to a door and the person opened the door wide open and then proceeded to tell us they were sick with COVID which brings up another safety concern.

In addition to everything listed above we are not aware of any other ACC/HOA who goes door to door to talk to each homeowner. We feel this sets a precedent that would be impossible for us to uphold and maintain due to the time commitment alone. As reminder, the first notice is a COURTESY NOTICE and is just as its titled. We are reaching out to let you know we found an issue with your property. If you disagree or there are extenuating circumstances you should be RESPECTFULLY communicating that with us so that we can work with you.

A. Drive around date(s): 1/28/22,4/5/22,5/14/22

B. Request: Paint, Garden, Roof, Fence, Tree

C. Notices and Violations: Solar panels/new roof, Yards, Backyards, Moss, holiday Decorations.

i. March - 2 notices

ii. april- 22 Notices

iii May-10 courtesy notices

D. Fines: biling went out 4/9/22,5/1/22,6/5/22

i.i. March - 2 violation notices

ii. april- 5 violation Notices

iii. May-5 violation notices

E. Reminders:

i. Burning Garbage is not allowed. According to the dept of ecology burning garbage is illegal-both because of burning in an urban area and the materials being burned.

Burning household garbage creates pollution that's dangerous to human and animal health and contaminates the air, water, and soil.

What's illegal to burn

Burning garbage or construction debris is illegal. This includes:

- Paper, cardboard, or junk mail
 - Construction debris, lumber, or treated wood
- Rubber
- Metal
- Plastics or petroleum products
- Dead animals
- Asphalt
 - Anything that emits toxins or bad odors when burned

You can be fined up to \$10,000 per day for illegal burning.

a. **Report burning** to Department of ecology 24hr a day
1-866-211-6284

Also file a complaint through Puget Sound Clean Air agency
<https://pscleanair.gov/262/File-a-Complaint>

iii. Speeding in the neighborhood. If it's a professional corporation place (aka ice cream man, Amazon) we can call the city of yelm and turn them in. For all others, get a license plate and/or talk to the person if you can. If not, turn in to the Yelm police

Questions: Not at this time

5. Old Business

A. Yard sale - Since the sidewalks are getting replaced and people will be not parking in the driveways, large equipment do we continue on with having the yard sale?

- Talked to a HOA lawyer this morning, and said we can still have it. Just put extra signage saying "Caution Sidewalk Repair"
- If your drive is being repaired and you want to participate in the yard sale Maybe Move yours to the edge of the street just don't block the road. Or see if your neighbor is doing it and ask to share their area.

per poll most people want the weekend of June 10-12 and would like a second yard sale weekend later in the year (thinking Sept) will put another poll out when closer to that time.

i. HOA will post on all social media, post on websites, put out signs, flyers at local places and possibly advertise in newspapers (not very common any more) and Best way is by word of mouth.

ii. Permit required but is free through the police station.

B. Pathway Contractor- Melissa

i. Melissa collected 4 bids

1. **Pacific Northwest Dirtworks**- \$3,780 for gravel but does not include material if it has to be removed from site

2. **Down & Dirty Dirt Works**- \$2538.90 gravel

8495.60-concrete w/ballard- include material removal from site

3. **Miller Time Construction**- 1,950.30\$ gravel- \$9,969.88

concrete w/ballard include material removal from site

4. **C&J Excavation**- 3,991.13 \$ gravel 12,578.93\$ concrete w/ballard include material removal from site

ii. Motion was made by Melissa through email March 10th second by Rebekha to accept Down and Dirty Dirt Worx bid price of \$8,495.75+/-

Capped at 9,000\$. Down and Dirty Dirt Worx to regrade and put in concrete for the pathway between the park and Brighton. **Approved 5:0**

ii. Motion made by Melissa and seconded by Tara through text to approve the deposit of 4,247.88 to Down and Dirty Dirt Worx (March 21)

Approved 3:0

iv. Work started today. The Path will be closed for about 2 weeks, while the work is being done and to let the concrete cure.

C. Park -Melissa it was brought up about a Grants it is possible to get but we would need at least a pretty detailed master plan (maybe to the 30% level), estimate for construction, amount of matching \$\$\$ because many grants require matching funds, schedule for construction, preliminary permit approvals. If we go this route I suggest we hire a company to help get the grant and items needed.

i. Park Committee- Get a schedule. Facebook and email asking for volunteers. April Newman will email tomorrow on who we are voting on to the committee . And getting a schedule together.

D. HOA Management company- current budget 22,680.00 (189 a year, 15.75 a month). 1st hoa Management proposal is 1,495\$(month) starting price & 1,995\$ (month) starting price. if we take the lower number times by 12 = how much per year. Then add current budget and proposed hoa management cost= total. New total divided by number of homes = what dues would be per a home for a year.

$1495 \times 12 = 17,940$ per a year

$17,940 + 22,680.00 = 40,620$ a year

$40,620 / 120 = 338.50$ a year or 28.21 per a home.

$28.21 - 15.75 = 12.46$ increase needed a month

$189 \times 5\% = 9.45$ is the maximum increase the board can do

without homeowners approval (CCNR and bylaws) $120 \times 51\% =$

61.2 homes in writing or membership at meeting

homeowners/proxies) @ 60%+ attend with 66 and $\frac{2}{3}$ with a vote of approval of those members. (section 2, article x of the bylaws

Questions: Should the park Committee be part of the pathway discussion? Park community was formed afterwards and the Pathway has been in process for years.

Should the pathway project be a capital project? According to the lawyer this is not a capital project. According to our CC&R article 5 paragraph 2 section A & B, "The association for the purpose of installing, maintaining and repairing any improvements or Utilities constructed within the easement." This Pathway was a major liability for the HOA.

Reserve study for all common areas. Pay a professional company. So much should be moved for the reserve. We will look in to this, Some things brought up is already part of our lawn pros contract.

6. New Business

A. CC&R- Melissa

i. We talked to a lawyer 4/15/22 before the facebook post ever happened. He he relayed to us the following:

- * They are the most difficult documents to change.

- * it's not just a simple doc that gets recorded; they take time, money and community approval.

- * CC&R are 20+ Years old and we would need the whole document to be looked at. This falls under Restatement and not just an amendment. A restatement is more expensive but we will have a clean- up to date document with current state, city and county laws and with additions or changes we want. This will also update the Bylaws that correspond with the CC&R

- * our current CC&R section ix.13 (page 31) we need 75% written consent of property owners to even amend the CC&R (120*75% =90 home) more than a quorum

- *Some CC&R changes require Pre Approval from Local Jurisdictions. (city of Yelm, Thurston County) (lawyer was going to look in to it more) will be following up with him here in a week

- * Eligible Mortgage lenders who hold mortgages in Nisqually Meadows might need to approve as well.

- *we can not stop corporations completely this would fall under discrimination.

ii. From additional research- most newer CC&R They have a min. 25% of homes can be rented to corporations and LLC If a lower percentage it's harder to enforce.

- * Right now Nisqually Meadows have 21% of homes being rented 2 homes are a corporation. And 3 are some type of truss/LLC

iii. Cost (when we go through with this we will have better numbers)
Lawyer 360\$ per an hour

Filing and recording fees 460+/-

Printing and Mailing (Multiple copies and regular and certified mailings) min. 5,000 +/- (1 copy per a page per 120 house)

iv. If votes from homeowners don't approve we can petition the court. They must have a good reason. If we have to do this the cost will go up dramatically.

v. we as the board have not received any communication about this topic. Other than the one post on facebook which has not gotten many comments. If we get more interest through our website or email we can possibly schedule a special meeting and/or add it to the annual meeting.

vi. We will continue to work on this. There is something in our cc&r after 30 years we need to put in for an extension of 10 years.

**** Have a list of questions to ask Skip. Will get to see what his schedule is to talk about this and possibly get going.

Questions: Can we Change the Bylaws and not the CC&R? Will Contact the lawyer.

B. Paper reimbursement- Melissa Table for next meeting To give time to look in to the Prepaid feature that was brought up?

i. We would like to up the Hoa Document page print reimbursed to 0.50 cents per a sheet. Previously reimbursed is 0.10 a sheet. (The ups store charges 0.67 cents a sheet.)

C. City of Yelm sidewalk replacement project.

i. Letter will be delivered to each resident

ii. 40+ locations in the neighborhood are planned to be replaced

iii. They will be working on weekends

iv. They have a contract with an arborist

v. abide by "closed sidewalk" signs

vi. See map/order of replacement

IF YOU SEE OR HAVE ITEMS DAMAGE OR CONCERNS PLEASE REACH OUT TO US RIGHT AWAY

D. Dog Complaints Melissa

i. Barking Dogs constant barking, whining ect.

ii. talk to that neighbor. If nothing is done ACC can send a notification only if they get a written complaint that is in detail about what is happening and things they did to get it fixed (talking to neighbor) and also call the police or animal control on them.

iii. We also need a house address for the barking dog.

iv. Dogs Pooping in yards/driveways and common ground. Pick up after your dog. Hoa can send notice if we know for sure who and when (photos help) v.

There have been several people walking dogs without a leash per city of yelm and our CC&Rs all dogs must be on a leash when not in your backyard

7. Open Forum for Comments and Questions:

a. Having an Neighborhood BBQ at our community park. The hoa will look into and place a poll on a web page and facebook for the best date.

8. Next HOA meeting will be held: Monday August 15, 2022 @ 6:30pm via google meet

9. Meeting Closed: Time 8:15 Pm

**Minutes approved by proper vote of HOA Board as indicated by the Signatures
below**

Esigned:April Newman

Esigned: Melissa Worthington

Nisqually Estates Homeowners Association (HOA) Board Meeting minutes August, 15th, 2022

Board Members Present: Melissa Worthington(Chair), Tara Jaksha, April Newman , April Alimbuyao

Board Members Not Present:

Other Homeowners or Guests Present: Jonathan Dansby, Dalixa Martinez, Mary Beth Zuker, Robert Mendel, Lynda Newcomb, Robyn Brandfas, Lin Da(?) Lena Pilor

1. Meeting opened: **Time 6:35 Pm Via Google Meets**

Announcement:

Recording of any part or whole of this meeting is prohibited by Washington State. It is a crime to record a private conversation without the consent of all participants

Section 10 of our By Law's allow for telephonic meetings: the members may participate in a meeting of the members by means of a conference telephone or similar communication equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence in person at the meeting.

***** [Rules for meetings moving forward.](#)

[We will go through agenda and will ask for questions no more interrupting](#)

2. Motions/approvals

A. Motion made by Melissa and second by Tara Jaksha to approve the June 6th, 2022 meeting minutes **Approved 4:0**

3. Financial Report: - April N.

A. Financial Status (account balances and anticipated expenses)

i. Savings (Reserve) **\$24,402.79** and Checking **\$42,081.84** as of Aug 15,2022

ii. Bank statements shown: June 2022, July 2022

B. Major anticipated expenses:

i. Lawn Pros: \$846.30/Mo: AutoPay will be looking in quotes here in the next month

ii. Yelm Water: \$40.00 see city of sidewalk project below

- iii. Lawyer: \$1,298.77
- iv. Insurance: paid until feb 2023
- v. Other Expenses:
 - 1. Pathway Contractor- \$4,247.88 the remainder of the project (July)
 - 2. Stamps, labels and Envelopes- \$110.56
- vi. Deposits besides dues:
 - 1. Violation Fine(s) 1-\$525,\$35,\$70,\$280
 - 2. Title Transfer fee:
 - a. June-2=\$500
 - b. July -1= \$250
- vii. 2022 Dues Status 117 out of 120 Paid as of 8/15/22
 - 1. Financial notices first week each month.
- viii. Lien status (Total # of Liens, # of Properties with Liens):
 - 1. Total liens 5-4 properties
 - a. Lien paid- \$1155.54

Questions: Not at this time.

4. Architectural control Committee- Acc Report- Tara

Members: Staci Dilg, Robyn Brandfas, and Board

- A. Drive around date(s): 6/22/22, tomorrow 8/16
- B. Request: (7)Paint, (2)Garden/flower bed,(5) Roof, (5) Fence, (4)Tree C. Notices and Violations: Solar panels/new roof, Yards, **Backyards**, Burning, yard maintenance, tree stumps, trailer
 - i. June, July, August - 18 notices
- D. Fines: biling went out 7/1/22, 8/5/22
 - i. June - 8 notices
 - ii. July- 2 Notices
 - iii August -3 courtesy notices
- E. Reminders:
 - I. Backyards are part of the community and need to be kept up just like front yards.

Questions: Solar panels did the acc approve them.

Answer: yes. We have also looked up the Washington State code RCW concerning solar panels: 64.90.510. Will be adding to acc Guidelines.

5. Old Business

A. Yard sale - the yard sale in June had a very good turnout of people and each day about 5-13 homes participated. A second poll for another this year is on the site. Will update thorough facebook and signs when the next one is

i. HOA will post on all social media, post on websites, put out signs, flyers at local places and possibly advertise in newspapers (not very common any more) and Best way is by word of mouth.

ii. Permit required but is free through the police station.

B. Pathway Contractor- Melissa

i. The pathway is done and looks great. between the park and Brighton.

ii. Motion made by Melissa and seconded by Tara through text to approve the final payment of 4,247.88 to Down and Dirty Dirt Worx (June 30) **Approved 4:0**

C. Park-April N.

i. Park Committee- Get a schedule. Facebook and email asking for volunteers. Looking for during the week have some tentative dates. Mary Zuker, Lena Pilor, Rob Mendel, Tara Jaksha

D. CC&R- Melissa

i. According to the lawyer we can not add any restrictions on companies. Even putting a cap on rentals total is hard to do. This will hurt private rentals and will not stop corporations but not recommended. We can limit the votes of a corporation.

ii. All we can do is put in something that they have to give the renter the ccnr, and other hoa docs. And give us information about the renter. We will still need 75% written consent to do this.

iii. We are looking into how other hoa have it written to see if we can go that route.

Questions: Is the lawyer fluent in HOA or are we the only hoa.

Answer. We have two lawyers right now one is general code and the other is lien and ccnr we have contacted both of them.

Last meeting Questions: Can we Change the Bylaws and not the CC&R? Will Contact the lawyer.

Answer: Any restrictions can not be in the Bylaws must be in CC&R.

E. Paper reimbursement- Melissa

Prepaid feature that was brought up?

a. They still have it; there are only 19 pages left. Will be adding money to it for next printing.

b. They also raised their prices

i. A motion made by Melissa second by Tara to increase the Hoa Document page print reimbursed to 0.30 cents per a sheet. Previously

reimbursed is 0.10 a sheet. (The ups store charges 30 cents for black and white 60 cents for color. **Approved 4:0**

F. City of Yelm sidewalk replacement project.

- i. Letter delivered to each resident beginning of June from us
- ii. They will be replacing the trees they removed.
- iii. Irrigation- The city of contract has left the city we are trying to get ahold of. Basically they hooked it up wrong and we are trying to get it fixed by lawn pros.

IF YOU SEE OR HAVE ITEMS DAMAGE OR CONCERNS PLEASE REACH OUT TO US RIGHT AWAY

6. New Business

B. Community BBQ- Poll on site depends on weather. It Looks like the end of september.

Lydia Newcomb volunteered tents.

7. Open Forum for Comments and Questions:

- a. Reserve study, before the park capital project We will look into and talk to the lawyer.
- b. RCW Budget statues ratification project - approval processes we are going to take it to the lawyer.
- c. Will dues be raised- most likely, due to inflation.and cover what the hoa needs will be going over budget and getting new bids.
- d. Question: What have previous board members done about ACC items getting done? Can charge for back maintenance and add it to the lien. Contact lawn pros and see what the cost is say we will pay them and bill them.

8. Next HOA meeting will be held: Saturday October 22nd, 2022 @ 9:30am via google

meet (look into hybrid meeting).

9. Meeting Closed: Time 8:05 Pm

Minutes approved by proper vote of HOA Board as indicated by the Signatures below

Esigned: Tara Jaksha

Esigned: Melissa Worthington

Minutes - Nisqually Estates HOA Annual Meeting 2022/23

Nisqually Estates Homeowners Association

Saturday October 22nd at 9:30am

Via Google Meets

1. Homeowner Sign-in and Proxy Verification:

List attendees: Kathy Fields, Betty Boster, Jamie Hill, Linda Hill, Rob Mendel, Nathan & Melissa Worthington, Steve Jasper, Joe & Robyn Brandfas, Lena Pilor, Tara Jaksha, Amanda Ellis, April Newman, April Alimbuyao, Daliza Roche Martine, Micheal Odion, Justin & Linda Suina, Lynda Newcomb, Mary Beth Zuker, Robet Shintatu, Staci Dilg, Stephine Lewis, Jonathan Dansby, Robert Faulconer, Amos & Nathalia Sang, Tessa Novak, Frank Symaski, Travis Wilkinson

Proxies: Kari May, Kara Jones, Nick Thompson, Ken McCulloch, Shawndel Deutsch, Imadell Badeaux, Sabrina Thompson, Brent Shintaku, Richard Bowles, Donald McCall, Andrew Rigel, Bonnie Miller,

2. Quorum Reached if 30 members are present or we have proxies per our bylaws.

(Meeting will start once quorum is achieved, but not later than 9:30 AM) Quorum Achieved

Announcement: recording of any part or whole of this meeting is prohibited by Washington State. It is a crime to record a private conversation without the consent of all participants

Section 10 of our ByLaw's allow for telephonic meetings: the members may participate in a meeting of the members by means of a conference telephone or similar communication equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence in person at the meeting.

***** Rules for meetings moving forward.

We will go through agenda and will ask for questions no more interrupting

3. Introduction of Current Officers:

- a. President: vacant
- b. Vice President Melissa Worthington - I been the neighborhood for 6 years loves being to able to help and be part of the neighborhood
- c. Treasurer: April Newman- loves meeting and getting to know the residence.
- d. Secretary: April Alimbuyao- has a background in finance and is happy to be part of the community.
- e. ACC Chairperson: Tara Jaksha currently selling her home so she did not continue on the board. She enjoyed getting to know the residence and homeowners.

4. Motions/approvals

- a. Motion made by April N, and second by Melissa to approve the August 15th, 2022 meeting minutes **Approved 4:0**

5. Financial Report: - April Newman

- a. Financial Status (account balances and anticipated expenses)

- i. Savings (Reserve) \$24,412.99 and Checking \$43,469.59 as of Oct 22,2022
- ii. Bank statements shown: August 2022, Sept 2022
- iii. 2023 Budget
 - 1. Dues for 2023, \$198.45 (board 5% increase)
 - 2. Expenses for 2022 vs 2023 Lawn care had increased they have not raised there price since 2017
 - 3. A motion was made by April N. and seconded Melissa to formally approve a 5% raise in dues for 2023 year. **Approve 4:0**
 - 4. A motion was made by April N and seconded Tara to formally approve the budget for 2023 year. **Approve 4:0**
- iv. Taxes and SOS Filings: to be done (just got SOS in mail) due by the end of Nov.
- v. insurance Costs \$2309 has not gone up

b. Bills:

- i. Lawn Pros: \$846.30/Mo: AutoPay until Jan. then new price comes in effect.
- ii. Yelm Water: \$78.58 water this year was basically just to test the irrigation system
- iii. Lawyer: \$531.97
- iv. Insurance: paid until feb 2023
- v. Other Expenses:
 - 1. Stamps, labels and Envelopes- \$110.56
 - 2. post office: 190.00 (will be paid by the end of month) need to contact the post office \$60+ since last year. it is covered in budget it just will be part taken out of stamps and envelopes.
- vi. Deposits besides dues:
 - 1. Violation Fine(s)
 - a. August (1) - \$280
 - b. September (2) - \$ 470
 - c. October (1) - \$ 719.02
 - 2. Title Transfer fee (250 each):
 - a. August (0) - \$0
 - b. September (2) - \$ 500.00
 - c. October (1) - \$ 250.00
 - 3. Lien payment
 - a. August (1) - \$1,155.54
 - b. September (0) - \$ 0
 - c. October (2) - \$ 1,110.94, \$713.98
- vii. 2022 Dues Status 118 out of 120 Paid as of 10/22/22
 - 1. 2023 Fist Billing November Due Jan 1st 2023
 - 2. Late Fee starts Jan 15th 2023
 - 3. Liens place 30 days after due date (by March 1st)
 - a. Financial notices first week each month for past amounts due
 - 4. Lien status (Total # of Liens, # of Properties with Liens):

- a. Total liens 4-3 properties
 - i. one new lien for non payment of fines
- 5. Halloween Prizes: approved by board 10/6/22 by text
\$75 gift card for 1st in decoration contest, \$50 gift card 2nd in decoration 20 for participation drawing.
\$15 for 1st in pumpkin carving 10 for second.
- 6. Motion made by April N. to move \$15,000 from checking to savings
second by Melissa approved 4:0, Transferred right after meeting so it didn't get missed.

Questions

1. Rob Mendel: A reserve study is clearly required by the RCW for HOAs (RCW 64.90.945). Why hasn't one been conducted? Is there one budgeted for 2023?

Answer: Reserve study- according to both lawyers we do not need. HOAs are not required to undertake such based on not having significant assets and common areas or buildings, which we do not have. April N. Read out loud the RCW.

2. Rob Mendel: Has the Reserve contribution identified in the approved 2022 budget (\$3,764.84) been made this year?

Answer: Not yet, we also noticed previous years have not been moved either. We just made a motion to move \$15,000 to savings. This year is not over yet.

3. Rob Mendel: How is it that the insurance premium in the 2023 Budget is projected to decrease over \$500 from the previous year when the industry is projected to raise rates 5-8% and we have a recent claim history for mailboxes?

Answer: We have had no claims and we will not be changing anything with our policy. The amount is what we paid this year.

4. Rob Mendel: When was our last stormwater drain inspection and backflow testing conducted? Is that included in the budget for 2023? Those are usually required by the local municipality or county government.

answer: This is the City of Yelm responsibility. According to them it's a couple more years before they will inspect it again. They did say our ponds and storm systems are one of the best in Yelm. drainage studie, the contact for back flow is on vacation and should be contacting April N. on Monday 10/24/22

5. Rob Mendel: What was the actual income generated from "transfer fees" in 2022? Where is the projected revenue from transfer fees in the budget for 2023?

Answer: looking through the past budgets but none have this as part of it. The lawyer said The housing market flexirates so it's not necessary since this is not from dues and part of the overall budget, but the average for over the past 5 years is 7 homes. $7 \times 250 = 1,750$

6. Rob Mendel: Who prepared the tax submission for the IRS in tax year 2021 and submitted in 2022? Was there a charge for tax preparation or audit of the association?

Answered in a previous meeting. Was done by Melissa in March, no Charge or audit needed from last year.

7. Rob Mendel: There seem to be a significant amount of contest prizes, yard sale costs, and other miscellaneous costs. About how much is that per year and is that captured in the budget anywhere?

Answer: Rob you're the one who wanted the prize amount raised. In the past years this was under the Annual Meeting/printing/documentation. Also from House sells title transfers. only 3\$ was spent on the Yard sale. The "Caution Sidewalk Construction" was made from items Melissa already had and did not charge the HOA. She had 20 copies printed for the first yard sale when it was over she collected the flyers and reused them for the one in Sept.

6. **Architectural control Committee**- Acc Report- Tara

Current Members: Staci Dilg, Robyn Brandfas, and Board

- a. Drive around date(s): 8/16/22
- b. Request: (7) Paint, (2) Garden/flower bed, (5) Roof, (5) Fence, (4) Tree
- c. Notices and Violations:
 - i. August - 18 notices
 - ii. September-1 notice
 - iii. October-2 notices
- d. Fines: billing went out 9/5/22 10/8/22
 - i. August - 18 notices
 - ii. September-
 - iii. October
- e. Reminders: street parking: cars can only be parked without moving for a max of 3 days, all cars must be considered driveable (tires must be current, no flat tires on any vehicles in neighborhood including parked in driveway). Remember to turn in ACC requests BEFORE project is beginning. We technically have 30 days to respond although we like to respond sooner.
- f. ACC Guidelines Update highlights- violation process, dogs, chickens, solar panels
- g. Goal for next year-yards with at least 70% seed (grass not weeds) and street trees if we get a group of homeowners we could do a group pricing for removal and replacing.

Questions:

1. I have four dogs I have since I moved in they are not service animals and are registered through yelm, do what can I do I'm not getting rid of my animals.

answer: You are grandfathered in if you were moved in before the meeting. We voted for it. It states in the city of yelm and thurston county the max of dogs. we just added it to the guidelines.

2. Can we use Artificial grass/turf?

answer: as of right now no. the lawn needs to be 70% seeded lawn.. will be looking into it.

exploring types that would be aesthetically pleasing. Already dealing with WEEDS

3. Linda Suina The wood fence that is around the neighborhood in the 105th side that divide us from the next property is not part of that? Or that fence belongs to each homeowner in that side?

answer: The HOA owns the fence that is not shared with homeowners. Homeowners are responsible for the fences.

4. Solar panels. What if our house faces the sun can we add it on there.

comment: Nathan Worthington if you have a roof that isn't black, it can limit your availability to

install solar. Unless there are color options on the market for the panels themselves. solar panels aren't really that unsightly and would help homeowners with the rising energy costs. i do caution that there is a possibility of backfeeding the system, therefore i suggest a licensed professional be required in the request to prevent fires within the neighborhood

Rob Mendel I believe they do make panels and brackets in various colors. Certainly they make them in black and would blend in nicely with most roofs.

we will look in the the laws some more and find examples before we move forward

7. Old Business

- a. Second Yard sale - the yard sale in September had a very good turnout of people and each day about 5-13 homes participated.
 - i. HOA posts on all social media, posts on websites, put out signs, flyers at local places and Best way is by word of mouth. also reused the signs from june just to change the date and re-laminated them.
- b. Park-April N
 - i. Park Vote from Ballots- is it approved to move forward with (66%) Not Approved. will remain in maintenance status.
yes- 23- 19% of 120 lots
no- 11
- c. City of Yelm sidewalk replacement project.
 - i. Irrigation- Lawn Pros Fixed and got it weatherized for winter. water turned on only testing irrigations. lawn pros says its well established grass and not watering it will not hurt it.
- d. Community BBQ- have postponed until June 2023. we was focusing on getting irrigation fixed

8. New Business

- a. Things we have accomplished over the last year.
 - i. The sidewalk from the park to Brighton
 - ii. Managing city for there sidewalk project and updating the residence
 - iii. Work party and help for homeowners struggling with their lot.
 - iv. Thanksgiving and Christmas families help with dinner and gifts.
 - v. 60+ homes participated in the contest.
- b. Christmas light/decor contest- will be having it this year. To help with the morale of the neighborhood. Like last year anyone who lives in Nisqually meadows (renter/homeowners) can participate, One vote per residence. More information will be out in Nov/Dec.
 1. Motion made by Melissa Worthington for Trivia prizes to be \$15 first place, \$10 Second place. seconded. by April A. **approved 4:0**
 2. Motion made by Melissa Worthington for Christmas decoration contest prizes to be \$75 first place, \$50 Second place. drawing \$20 seconded. by Tara J. **approved 4:0**
 - i. Halloween decor contest: Voting to be from the oct 24th-31st anyone in the neighborhood can participate. one vote per a household, Board members are eligible for this contest. prizes handed out the week after halloween. see QR code
 1. Motion made by Melissa Worthington for pumpkin carving contest prizes to be \$15 first place, \$10 Second place. seconded. by Tara 10/1/22 **approved 4:0**

2. Motion made by Melissa Worthington for Halloween decoration contest prizes to be \$75 first place, \$50 Second place. drawing \$20 seconded. by Tara 10/1/22
approved 4:0

- c. Irrigation at second entrance. This next year we want to see what it takes to get the water at the second entrance back on.

Reason 1- Olympic pipeline would like to replace a couple of trees that are on the property. We would like to ensure that the trees survive. We need them watered. We have chosen off the list for the city of yelm the Rocky Mountain Glow maple. We will be working with the Olympic Pipe line on the replacement. There are several nursys in the area that have this tree.

Reason 2- why should it only be the first entrance when the second one gets used just as much. In the future we will try to get irrigation in other areas.

- d. Digital payment through websites. if paying dues this way 5% and 30 cents will be added to the dues amount. $198.45 + 5\% \times 30 = 208.67$

What about paypal? Melissa went to set paypal up and then the account got hacked and they took 250, after canceling cards and changing information we got the money back. Melissa canceled paypal so it would not happen again. Will look into the website and see if they include a cheaper one.

This would be great. since lots don't have checks and such any more.

Melissa is available monday-thursday 8am-8pm to help collect dues as well.

- e. Announcement of Board of Directors Election Results. please stay after for executive meeting
Nominations and Elections to the Board of Directors for the Coming Year: Announcement of Board of Directors Election Results below

- i. Melissa Worthington-22 votes
- ii. April Newman-23 votes
- iii. April Alimbuyao - 17 votes
- iv. Elena Pilor- 19 votes
- v. Corrine Wolford unable to attend meeting (made previous arrangement with current board). 8 votes
- vi. Robyn Brandfas- 17 votes
- vii. Rob Mendel- 18 votes
- viii. Devin Jones- is not able to join the board due to getting orders to be shipped out. Just found out. 3 votes
- ix. written in

After the first count we had a three way tie. Melissa and April printed all digital ballots to help with recount. April N. Went through each ballot and had the members count with her. there was still a tie so the top four who had the most votes chosen in the executive meeting better April A and Robyn Brandfas. April A was chosen for the 5th spot

2023 Board members- April Newman, Melissa Worthington, April Alimbuyao, Rob Mendel, Elena Pilor,

9. **Open Forum for Comments and Questions:**

- a. Rob Mendel: There is a lot of reference in previous minutes about votes conducted by text messaging or email. Who is preserving those records and can the membership see those?
Answer: Lawyer said if it is stated on the minutes we don't need to show the messages or emails. His example was do we take video when doing a hand raise vote or verbal vote. no people don't
- b. how do we receive emails fill out a consent to receive form on the web site and send it in.
<https://www.nisquallymeadowshoa.com/forms-and-links>
- c. Maybe the HOA Board can clean up the mailstands after they remove their posting? we will try better when it was hot it just made a big sticky mess so those didn't get done. if any one see this they can help clean it up as long our stuff don't get removed. and its a product that wont ruin the mailbox. and let the board know you did it.
- d. is there a better way to attach things to the mail box. like those boxes.
answer mailboxes are not maninic and those boxes don't keep out moisture like they should. could cost more in the future.
- e. can we meet in person next year or do a hybrid?
answer. We tried doing a hybrid this year. The place didn't have wifi and hotspots drained by phone and data. everything we tried didn't work. The state of washington is technically still in emergency Hybrid would work great for those not here locally. check out other places that we could hook up laptop/ projector suggested City of Yelm or other Conference rooms, Timberland Regional Library
- f. Rob Mendel I would like to request that all ballots and proxies be preserved in case there is a legal challenge.

10. **Next HOA meeting will be held:** Next HOA Meeting Monday December 12th @ 6:30pm via google

meets

HOA Meeting Schedule- December, February, April, June, August, Annual October.

Annual Dues Due January 1st each year, Consider late on January 15th

11. **Adjournment Time 12:45 am**

Minutes approved by proper vote of HOA Board as indicated by the Signatures below

Esigned: April Newman 3/1/23

Esigned: Melissa Worthington 3/1/23

Minutes - Nisqually Estates HOA Executive Meeting 2022/23
Nisqually Estates Homeowners Association
Saturday October 22nd at 8:00pm
Via Google Meets

Executive Board Meeting October 22, 2022

Members Present: Melissa Worthington, April Newman, April Alimbuyao, Rob Mendel, Elena Pilor

President - April Newman

Vice President - Melissa Worthington

Treasurer - Elena Pilor

Secretary - Rob Mendel

ACC Chair - April Alimbuyao

Motion made by Melissa and second by April A. to approve board members into the positions listed above to serve as the board of directors for 2023. Approved 5:0

Motion made by Melissa and second by April N to approve the adding Staci Dilg, Linda Hill, Corrine Wolford to serve as the ACC committee for 2023. Approved 5:0

Motion made by Melissa and second by April to approve the adding Elena to the BECU Bank checking and Savings account. Approved 5:0

Minutes approved by proper vote of HOA Board as indicated by Signatures below

Esigned by: April Newman 11/11/22

Esigned by: Melissa Worthington 11/11/22

Nisqually Estates Homeowners Association (NEHOA)
Board Meeting Minutes
December 12th, 2022

Board Members Present: Melissa Worthington, April Newman, Elena Pilor, Rob Mendel

Board Members Not Present: None

Other Homeowners or Guests Present: Linda Hill, Jonathan Dansby, Robyn Brandfas,
Nathan Worthington

1. Meeting opened: **Time 6:35 pm via Google Meets**

Announcement:

Recording of any part or whole of this meeting is prohibited by Washington State. It is a crime to record a private conversation without the consent of all participants

Section 10 of our By Laws allow for telephonic meetings: the members may participate in a meeting of the members by means of a conference telephone or similar communication equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence in person at the meeting.

2. **Motions/approvals outside of Meeting**

A. Motion Made by Melissa Second by Rob Nov. 11,2022 through email to Approve the October executive meeting minutes. Approved 5:0

B. Motion made by April N. Second by Rob Nov 3, 2022 Through email to hire Accurate Backflow to test our backflow meters Approved 5:0

C. Motion Made by Melissa Second By April N. Nov. 15th 2022 Through Text to Approve the upgrade for the website. Approved 5:0

D. Motion made by Melissa Second by Lena Nov. 16th 2022 through email to accept April A. Resignation. Approved 4:0

3. **Financial Report: - Elena**

A. Financial Status (account balances and anticipated expenses)

i. Savings (Reserve) \$39,436.75 and Checking \$26,908.70 as of December 12th, 2022

ii. Bank statements not shown at this meeting.

B. Major anticipated expenses:

i. Lawn Pros: \$846.30/Mo: AutoPay will be increasing in January \$1,216.03

ii. Yelm Water: \$171.36, water has been turned off.

iii. Lawyer: \$ 2853.38 Lien removal and consultation

- Iv. Website: \$406.60 for 3 years
- V. Secretary of State \$20 on November 23, 2023
- VI. Post Office \$198.00
- v. Other Expenses:
 - 1. -Printing \$131.66 \$
- vi. Deposits besides dues:
 - 1. Violation Fine(s) 0-\$0
 - 2. Title Transfer Fee (Income):
 - a. Oct-2=\$500
 - b. Nov -1= \$250
- vii. 2022 Dues Status 118 out of 120 Paid as of 12/12/22
 - 1. Financial notices first week each month.
- viii. 2023 Dues Status 13 out of 120 Paid as of 12/12/22
 - 1. Next billing January 15.
- ix. Lien status (Total # of Liens, # of Properties with Liens):
 - 1. Total liens 3-2 properties
 - a. One lien paid off with all fees - \$1688.84

4. **Architectural Control Committee**- ACC Report-

Members: Staci Dilg, Corrine Wolford, Linda Hill and Board

- A. Drive around date(s): no drive around happen in October and November
- B. Request: (0) Paint, (0) Garden/flower bed, (0) Roof, (0) Fence (0) Tree .
- C. Notices and Violations:
 - i. October and November - 2 notices
 - a. camping trailer parked in the backyard
 - b. parking
- D. Fines: billing went out 11/15/22,
- E. Reminders: none
- F. ACC guidelines Draft - Will vote on in future , hopefully next meeting. Want to Wait until we get an ACC Chair.

5. **Old Business**

- A. Backflow testing - will be conducted next Spring when water is turned back on.
 - i. City is requiring anyone with irrigation to do backflow testing.
 - ii. Homeowners can join in when Nisqually Meadows has done it fall under the bulk price through Accurate Backflow.
 - iii. Email and FB posts will be sent out with dates when Nisqually Meadows sets up the test.

B. Holiday contest

- i. Halloween decorations Contest - Winners 1st Place \$75 gift card (10416 Brighton) 10 votes, 2nd Place 50\$ gift card (15020 105th) 7 votes, participation drawing \$20 gift card(10548 Farwest)
- ii. Pumpkin carving winners - 1st place \$15 gift card(10403 Redfern) 2nd place 10\$ gift card (10412 Brighton)
- iii. Christmas decoration contest - voting starts tomorrow
1st. Prizes to be handed out 23rd. Prizes are 1st-\$75 gift cards. 2nd- \$50 Gift card. Participation drawing \$20
- iv. Motion made by Melissa and second by Lena to raise the Christmas decorations contest participation prize to \$25 Approved 4:0
- vi. Trivia canceled due to not enough participation.

C. Park - April N.

- i. We are trying to figure out a different approach to get it approved by members. See New business

D. City of Yelm sidewalk replacement project. Trees and stump removal continues. Please be aware of the trees where work was done. We have already had a couple come down or loose large pieces.

E. Reserve study - The Board will be researching what the previous lawyer communicated privately to previous Board members. A decision on a reserved study is still pending given there is a new Board and not adequate information from the previous attorney's opinion has been shared with the new Board. Rob is looking at getting a complimentary or low cost reserve study for the association.

6. New Business

A. Detention/Stormwater ponds.

- Needs to be a focus this year, prioritized over park improvements.
- Pond on 105th across from mailboxes has a real bad erosion problem.
- Melissa and April will look and meet with contractors for repair.
- Melissa and April will look and meet with contractors for repair.
- Melissa to reach out to Civil Engineers she knows.

7. Open Forum for Comments and Questions:

8. Next HOA meeting will be held: February 27, 2023 @ 6:30 pm via Google Meet

9. Meeting Closed: Time 7:42 pm

Minutes approved by proper vote of HOA Board as indicated by the Signatures below

Esigned: Melissa Worthington 3/1/23

Esigned: April Newman 3/1/23