

Minutes for January 12th, 2015 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Steve Jasper (via Google+ videoconference), Rebekah Jordan and Rebecca Eller.

HOA Board Members Not Present: Frank Symanski.

Other Homeowners Present: None.

Guests: None.

1. Meeting opened 5:56 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the November 17th, 2014 Board Meeting Minutes. **Approved 4-0.**

3. Financial Report

- a) Financial Status – Checking: \$20,426.25; Savings (Reserve): \$9,025.00. Anticipated expenses for next month: \$1,010 was transferred from checking to reserves. Lawn Pros \$734/mo; Postage/Office supplies \$100; Renewal of Yelm Chamber of Commerce \$85
- b) 2014 Dues Status - To date, 81 out of 120 homeowners have paid dues for 2014. 34 homeowners are eligible for the \$8 rebate.
- c) Lien Status: Total number of liens – 15, Number of Properties with Liens – 4. No change from last Board meeting.

4. Architectural Control Committee (ACC) Report

- a) No ACC plans were submitted since the last Board meeting.
- b) Observations and Violations – Observations were made by Aric Bowman and Rob Mendel on December 13th, 2014. There were numerous courtesy notices and violations issued for fence and shingle damage, satellite dish problems, and flagpoles leaning. There is one lot with ongoing ACC fines in progress.
- c) There were three issues brought up for consideration by the ACC. The three issues were (1) Visual barrier at main entrance; (2) Year of the Fence; and (3) Disaster Preparations. These issues will be considered at the next Board meeting when the ACC member is available to present them.

5. **Old Business**

- a) Holiday lighting winners were announced and prizes awarded in December 2014. The Newcombs won 1st place (\$75) and the Casons won 2nd place (\$50). Congratulations to both families.
- b) The traffic question from a homeowner near 105th Ave SE and Farwest Ct SE regarding the intersection was researched by the HOA Board. Personal feedback was provided to the homeowner that raised the concern.
- c) The tree trimming and limb pick-up paid for by the HOA went very well. Many branches were cleaned up before the storm in December 2014.

6. **New Business**

- a) Legal Representation. Rob Mendel renewed the HOA legal representation agreement with our current law firm (BGWP) for \$500.00. The terms and conditions of the representation agreement are the same as last year.
- b) The Board decided to renew the HOALeader.com account (\$100) and the Yelm Area Chamber of Commerce account (\$85). **Approved 4-0.**
- c) A fence was repaired in a common area for \$188. A missing grate on Farwest Ct was found and replaced.

7. **Open Forum for Comments and Questions:** None.

8. The next HOA Board meeting is scheduled to be held on Monday, March 9th, 2015, 6:00 – 7:00 pm at 15331 105th Avenue SE.

9. Meeting closed at 6:53 pm.

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

Robert A. Mendel

Frank R. Payne Jr.

Minutes for March 9th, 2015 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski (via Google+ videoconference), Rebekah Jordan (via speakerphone), Steve Jasper and Rebecca Eller.

HOA Board Members Not Present: None.

Other Homeowners Present: Aric Bowman (ACC Member) and Denise Smith.

Guests: None.

1. Meeting opened 6:01 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the January 12th, 2014 Board Meeting Minutes. **Approved 5-0.**
3. **Financial Report**
 - a) Financial Status – Checking: \$23,019.82; Savings (Reserve): \$9,025.44. Anticipated expenses for next month: \$1,010 was transferred from checking to reserves. Lawn Pros \$734/mo; Annual State Farm Insurance Premium \$2,212 (+15% increase)
 - b) 2014 Dues Status - To date, 117 out of 120 homeowners have paid dues for 2015. 34 homeowners were eligible for the \$8 rebate. All \$8 rebate payments have been mailed.
 - c) Lien Status: Total number of liens – 15, Number of Properties with Liens – 4. No change from last Board meeting.
4. **Architectural Control Committee (ACC) Report**
 - a) Two (2) ACC plans were submitted and approved since the last Board meeting. One for a new fence and one for new windows.
 - b) Observations and Violations – Observations were made by Rebecca Eller and Aric Bowman on February 14th and March 7th, 2015. There were numerous courtesy notices and violations issued for fence and shingle damage, moss problems, and yard maintenance. There are two lots (45 and 78) with ongoing ACC fines in progress.
 - c) There were three topics brought up for consideration by the ACC. The three issues were (1) repair of grate in common area drainage field; (2) Promoting fence repair with Year of the Fence incentive program running from May 15th - August 31st, 2015; and (3) Disaster Preparations planning for the community.

5. **Old Business**

- a) The HOA's non-profit membership in the Yelm-area Chamber of Commerce was renewed for \$85.
- b) The HOA's membership in HOALeader.com was renewed for \$99.
- c) The HOA's 2014 Tax Return was filed on March 6th, 2015 by USPS Certified Mail, Return Receipt Requested.

6. **New Business**

- a) Community Yard Sale. Rebecca Eller will lead the planning for the annual community yard sale. The Board decided to set a budget of \$250 for this year's neighborhood yard sale which will include costs for signage, advertising and other costs. **Approved 5-0.**
- b) Urban Chicken Support Letter. A homeowner requested support from the HOA Board in petitioning the City of Yelm to update its animal ordinance to allow a minimal number of chickens to be raised by City residents. After considerable discussion, the Board decided to write a letter of support for this effort to the City Council and Mayor. **Approved 5-0.** If the City of Yelm approves the effort, the HOA will update our ACC Rules, Regulations and Guidelines to reflect reasonable limitations and procedures for our homeowners, which may be more restrictive than the City's new ordinance. A copy of the letter will be made available to any homeowner that requests to see it.
- c) Year of the Fence Proposal. The Board decided to offer an incentive program for homeowners to repair damaged and worn fences in light of the significant recent weather damage and general aging of the neighborhood. The program will involve negotiated discounts with fence contractors and possibly an opportunity to win a prize based on a drawing of lots who submitted requests to repair or replace their damaged and worn fences. **Approved 5-0.**

7. **Open Forum for Comments and Questions:** None.

8. The next HOA Board meeting is scheduled to be held on Monday, May 11th, 2015, 6:00 – 7:00 pm at 15331 105th Avenue SE.

9. Meeting closed at 7:13 pm.

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

Minutes for May 11th, 2015 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski (via Google+ videoconference), Rebekah Jordan, Steve Jasper and Rebecca Eller.

HOA Board Members Not Present: None.

Other Homeowners Present: None.

Guests: None.

1. Meeting opened 5:59 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the March 9th, 2014 Board Meeting Minutes and the October 18th, 2014 Annual Meeting Minutes. **Approved 5-0.**
3. **Financial Report**
 - a) Financial Status – Checking: \$17,751.29; Savings (Reserve): \$9,025.90. Anticipated expenses for next month: Lawn Pros \$734/mo; LawnPros \$783 and \$700 irrigation system renovation payments; Yelm Water ~ \$300
 - b) 2014 Dues Status - To date, 119 out of 120 homeowners have paid dues for 2015. The lot that has not paid is vacant and going into foreclosure.
 - c) Lien Status: Total number of liens – 15, Number of Properties with Liens – 4. No change from last Board meeting.
4. **Architectural Control Committee (ACC) Report**
 - a) Four (4) ACC plans were submitted and approved since the last Board meeting. One for a new roof and three for exterior painting.
 - b) Observations and Violations – Observations were made by Rebecca Eller and Aric Bowman on April 10th and May 10th, 2015. There were numerous courtesy notices and violations issued for fence and shingle damage, moss problems, and yard maintenance. There are two lots (45 and 78) with ongoing ACC fines in progress.
 - c) Year of the Fence Update. The HOA Board is promoting fence repair with Year of the Fence incentive program running from May 20th – October 1st, 2015. The HOA Board is offering a \$50 gift card incentive drawing for all homeowners (except Board and ACC members) who have submitted an ACC request for fence repair or improvement.

5. **Old Business**

- a) PO Box payment made. Our post office box (2986) is paid up through April 30th, 2016.
- b) Rebecca Eller gave an update on the planning for the community yard sale.
- c) The letter from the HOA Board to the Yelm Mayor and City Council in support of urban chickens was completed and mailed.

6. **New Business**

- a) Update of ACC Rules and Guidelines. After discussing some issues regarding vegetable gardens, fireworks, and drones, it was suggested that the Board go through the process again to update and refine our ACC Rules and Guidelines. The Board decided to set a timeline for the update and give all homeowners an opportunity to comment or make proposed changes to the ACC Rules and Guidelines. **Approved 5-0.**
- b) Next Door "Nisqually Meadows" Invitations. A homeowner started a social media group for the neighborhood. Although the group is not sanctioned or used by the HOA, residents are free to join if they wish. Not enough people have joined the group to certify the neighborhood as official on the Next Door website.
- c) Best Yard of the Summer Contest. The Board decided to renew its annual incentive program for homeowners to maintain their lawns and exterior property appearance. The program will be run the same as in previous with the top two vote getters receiving a \$75 and \$50 gift card respectively. **Approved 5-0.**

7. **Open Forum for Comments and Questions:** None.

8. The next HOA Board meeting is scheduled to be held on Monday, July 13th, 2015, 6:00 – 7:00 pm at 15331 105th Avenue SE.

9. Meeting closed at 7:03 pm.

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





Minutes for July 13th, 2015 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Rebekah Jordan, and Rebecca Eller.

HOA Board Members Not Present: Frank Symanski and Steve Jasper.

Other Homeowners Present: Matt Eller.

Guests: Isabella Eller.

1. Meeting opened 5:58 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the May 11th, 2015 Board Meeting Minutes. **Approved 3-0.**
3. **Financial Report**
 - a) Financial Status – Checking: \$13,404.63; Savings (Reserve): \$9,026.36. Anticipated expenses for next month: Lawn Pros \$734/mo; Yelm Water ~ \$300.
 - b) 2014 Dues Status - To date, 119 out of 120 homeowners have paid dues for 2015. No change. The lot that has not paid is vacant and in foreclosure.
 - c) Lien Status: Total number of liens – 14, Number of Properties with Liens – 3. Three liens paid off and clears Lot #86. Two new liens placed on Lot #45 and Lot #78, one each.
4. **Architectural Control Committee (ACC) Report**
 - a) Four (4) ACC plans were submitted and approved since the last Board meeting. One for a heat pump, fence staining and two for exterior painting.
 - b) Observations and Violations – Observations were made by Rebecca Eller and Aric Bowman on June 14th, 2015 and July 12th, 2015. There were 21 lots identified for courtesy notices and violations for fence and shingle damage, moss problems, and yard maintenance. A separate observation list was made for 23 homes that require exterior painting and courtesy notices were sent out for that with a requested completion date of Labor Day 2016. One lot has an ongoing fine in progress. Lot 45 (PennyMac).
 - c) Year of the Fence Update. The HOA Board is continuing to promote fence repair with Year of the Fence incentive program running from May 20th – October 1st, 2015. The HOA Board is offering a \$50 gift card incentive drawing for all homeowners (except Board and ACC members) who have submitted an ACC request for fence repair or improvement.

5. **Old Business**

- a) Rebecca Eller gave an update on the outcome of the Community Yard Sale. The yard sale seemed to go very well with about the same amount of homes participating as last year.
- b) Best Yard of the Summer Contest. The Board renewed its annual incentive program for homeowners to maintain their lawns and exterior property appearance. The program will be run the same as in previous with the top two vote getters receiving a \$75 and \$50 gift card respectively. The program has been advertised on Facebook, email and the HOA website blog. **Approved 3-0.**

6. **New Business**

- a) The Board established the date and location for this year's Annual Meeting. It will be held on October 17th, 2015 at the Yelm Prairie Hotel. **Approved 3-0.**
- b) The Board decided to seek nominations for next year's Board of Directors through email and the website blog. The message will be posted/transmitted no later than August 5th, 2015 in order to give homeowners at least 30 days to submit their names if interested. **Approved 3-0.**

7. **Open Forum for Comments and Questions:** None.

8. The next HOA Board meeting is scheduled to be held Monday, September 21st, 2015, 6:00 – 7:00 pm at 15331 105th Avenue SE.

9. Meeting closed at 6:47 pm.

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

Rebecca Eller

James D. Payne Jr

Minutes for September 21st, 2015 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski (via Google+ videoconference), Steve Jasper, and Rebecca Eller.

HOA Board Members Not Present: Rebekah Jordan.

Other Homeowners Present: Nonc.

Guests: None.

1. Meeting opened 6:05 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the July 13th, 2015 Board Meeting Minutes. **Approved 4-0.**
3. **Financial Report**
 - a) Financial Status – Checking: \$13,379.26; Savings (Reserve): \$9,026.36. Anticipated expenses for next month: Lawn Pros \$734/mo; Annual Meeting ~ \$150.
 - b) 2015 Dues Status - To date, 119 out of 120 homeowners have paid dues for 2015. No change. The lot that has not paid is vacant and in foreclosure.
 - c) Lien Status: Total number of liens – 10, Number of Properties with Liens – 2. Four liens paid off and clears Lot #78.
4. **Architectural Control Committee (ACC) Report**
 - a) Fourteen (14) ACC plans were submitted and approved since the last Board meeting. One for a shed, one for a tree removal, three fences, and nine for exterior painting.
 - b) Observations and Violations – ACC observations and violations for this month is scheduled for September 30th, 2015.
 - c) Fines. One lot with ongoing fines in progress. Lot 45 (Sec VA).
5. **Old Business**
 - a) The seeking nominations notice was posted to the mailboxes, emailed to the homeowners, and posted to our Facebook page. All of the current Board members agreed to remain on the ballot and there was no confirmed interest by any other homeowner.

- b) The Board previously established the date and location for this year's Annual Meeting. It will be held on October 17th, 2015 at the Yelm Prairie Hotel. The Annual Meeting notices were posted to the mailboxes, sent via regular mail, emailed to the homeowners, and posted to our Facebook page at least 30 days prior as required by our CC&Rs.
- c) Two new homeowners were identified and welcome packets personally delivered to them.

6. **New Business**

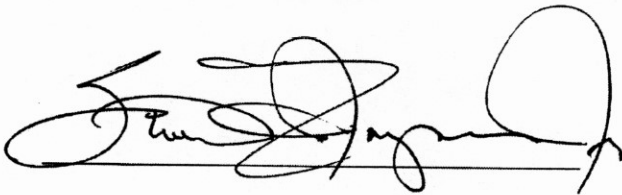
- a) Best Yard of the Summer Contest Winners Announced. Our Second Annual Best Yard of the Summer contest was announced this past July. Board members and ACC members were not eligible to win but could vote. Lot 46 (Zahn) won 1st Place and received a \$75 gift card. Lot 109 (Cason) won 2nd Place and received a \$50 gift card.
- b) The Board considered and approved the proposed 2016 Budget. The budget was based on the expense history for last year and previous years. A motion was made and properly seconded to approve the 2015 Budget. **Approved 4-0.** The 2016 Budget will be posted to the HOA website and made part of the document package for homeowners who attend the Annual Meeting.

7. **Open Forum for Comments and Questions:** None.

8. Next HOA Board meeting to be held on Saturday, October 17th, 2015, 11:00 am (right after the Annual Meeting) at the Prairie Hotel, Bald Hills Conference Room, 700 Prairie Park Lane, Yelm, WA 98597.

9. Meeting closed at 6:45 pm.

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



**Minutes for October 17th, 2015 Nisqually Estates Homeowner's Association
[HOA] Board Meeting**

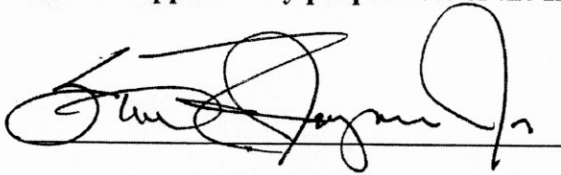
HOA Board Members Present: Rob Mendel, Frank Symanski, Rebekah Jordan, Steve Jasper, and Rebecca Eller.

HOA Board Members Not Present: None.

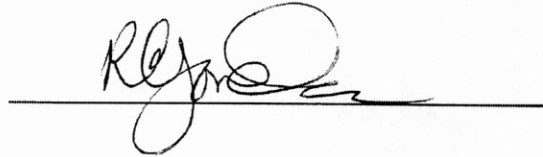
Other Homeowners Present: None.

1. Meeting opened at 11:02 am, Yelm Prairie Hotel, Bald Hills Conference Room.
2. A motion was made and seconded for the Board Members to retain their current positions/titles for 2015-16. **Approved 5-0.**
4. Comments and Questions: None.
5. Next Board Meeting to be held on Monday, November 23rd, 2015, 6:00-7:00 pm at 15331 105th Avenue SE. The Board will be in recess during the month of December unless there is an emergent reason to hold a meeting.
7. Meeting closed at 11:10 am.

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



A handwritten signature in black ink, appearing to read "Steve Jasper", written over a horizontal line.



A handwritten signature in black ink, appearing to read "Rebekah Jordan", written over a horizontal line.

Minutes for November 23rd, 2015 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski (via teleconference), Rebekah Jordan, Steve Jasper, and Rebecca Eller.

HOA Board Members Not Present: None.

Other Homeowners Present: None.

Guests: Isabella Eller.

1. Meeting opened 5:58 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the September 21st, and October 17th, 2015 Board Meeting Minutes. **Approved 5-0.**

3. Financial Report

- a) Financial Status – Checking: \$17,091.66; Savings (Reserve): \$10,027.30. Anticipated expenses for next month: Lawn Pros \$734/mo; Holiday Lighting Contest \$125; Legal Retainer \$500.
- b) 2015 Dues Status – 120 out of 120 have paid dues for 2015. 2016 Dues Status - 12 out of 120 homeowners have paid dues for 2016 so far.
- c) Lien Status: Total number of liens – 0, Number of Properties with Liens – 0. Ten liens paid off and clears Lots #22 and #45.

4. Architectural Control Committee (ACC) Report

- a) Six (6) ACC plans were submitted and approved since the last Board meeting. The plans were for a patio cover, doors, fence, trailer parking, landscaping, and exterior painting.
- b) Observations and Violations – ACC observations and violations for this month were made November 21st, 2015 by Rebecca Eller and Aric Bowman. There were 17 properties with observations.
- c) Fines. No lots with ongoing fines in progress.

5. Old Business

- a) The annual billing for 2016 HOA dues of \$175 were sent out via email and regular mail on

November 10th, 2015. The dues were raised from \$168 to \$175 (less than 5% increase) by proper vote of the HOA Board at the September 21st, 2015 Board meeting. The billing notice was also posted to the HOA website and Facebook group.

- b) The HOA's non-profit corporation status was renewed with the Washington Secretary of State on November 10th, 2015.
- c) One new set of new homeowners were identified. A welcome packet was personally delivered to them.

6. **New Business**

- a) Holiday Lighting Contest to be announced. Our Third Annual Holiday Lighting Contest will be announced right after Thanksgiving. Board members and ACC members are not eligible to win but can vote. 1st Place will receive a \$75 gift card. 2nd Place will receive a \$50 gift card. Winners will be announce by Christmas and determined by number of votes collected from email, Facebook group comments, HOA website comments and regular mail comments.
- b) The Board considered updating the ACC Guidelines, Rules, and Regulations to address recent changes to the City of Yelm ordinances regarding raising chickens, the recent use of Unmanned Aircraft Systems (UAS) and the amount of ACC fines. A new draft of the ACC Rules including the proposed changes will be drafted and placed on the HOA website for public comment prior to formal adoption by the HOA Board.

7. **Open Forum for Comments and Questions:** None.

8. Next HOA Board meeting to be held on Monday, January 18th, 2016, 6-7:00 pm at 15331 105th Avenue SE.

9. Meeting closed at 6:39 pm.

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

