

Approved 3/5/2020

**ETTA PLACE TOO HOMEOWNERS ASSOCIATION
MINUTES TO THE ANNUAL MEMBERSHIP MEETING
March 28, 2019, 3:30 P.M. (MST)**

Roll call, determination of quorum and certification of proxies. The following owners were present in person or by teleconference: Alex Corcoran, Units (101 & 102), Jennifer Ito (Unit 105) Brendan Shine, (Unit 106), Karen Lawrence, (Unit 112), Jerry Esrick, (Unit 113) and Art Waldrop (Unit 115), Scott and Mary Walter, (Unit 107), Matt and Susie Haertzen (Unit 109), Diana Serpe (Unit 110), Ashley Abdo (Unit 111) Leslie Blickenstaff, (Unit 108), Elison Atkinson (Unit 114).

Also present: Judi Balkind, HOA Manager, Stephanie Fanos, Attorney representing Elison Atkinson, (Unit 114) and Nicole Pieterse, HOA's Attorney.

Absent: Mike Syverson (104) and Fred Yost (Unit 103);

A quorum was present and Jennifer Ito called the meeting to order.

1. Motion to approve/waive notice of meeting. **Jennifer Ito made a motion to approve the notice of the meeting. Brendan Shine seconded the motion and motion passed.**
2. **Jennifer made a motion to move the review of Items 3, 4 & 5 to be completed after we have addressed the New Business items requiring counsel's presence. Matt Haertzen seconded and the motion passed unanimously.**
3. Reading and approval of the Minutes of the March 1, 2018 Annual Membership Meeting and approval of the Special Membership Meeting minutes of January 17, 2019. **Scott Walter made a motion to approve the minutes from the March 1, 2018 Annual Membership meeting and Matt Haertzen seconded the motion which passed unanimously. Ashley Abdo made a motion to approve the minutes from the Special Membership meeting of January 17, 2019. Matt Haertzen seconded the motion and motion passed unanimously.**
4. Reports of officers.N/A
5. Reports of committees. N/A
6. Election of Directors. Directors are nominated for one year terms. Jennifer shared her thoughts about working with Brendan and Art. Nomination was made for Art Waldrop and seconded by Brendan Shine and the motion passed unanimously. Jennifer also nominated Brendan Shine and it was seconded by Brendan Shine and the motion passed unanimously. Brendan nominated Matt Haertzen and the motion was seconded by Art Waldrop and passed unanimously.

7. Unfinished Business

a. Review of Status of Replat for unit #113 and 114. Art Waldrop presented an overview of the matter to the entire membership. A new plat was drawn up to amend the ownership, however this failed within the membership as our Declaration are a bit antiquated and require 100% membership approval, rather than the current norm of 67%. We have proposed back dues be collected of 3 years for Unit 113 and 6 years for Unit 114. Discussion ensued with the members and Attorneys present. A request was made to have the proposed replat sent to all owners.

- Alex Corcoran presented his mother's point of view previously and her current stance at this time as to how she would be willing to vote.
- Nicole clarified the steps necessary to approve the plat and back dues to be collected. A consensus was made among the owner's present to do a straw poll and then approach the absent owners in an effort to have some assurances to move forward.
- Elison Atkinson (Unit 114) agreed to pay back dues for 6 years and the replat fee and Jerry Esrick (Unit 113) agreed to pay back dues for 4.5 years.
- Karen Lawrence (Unit 112) presented her position regarding a possible expansion into the space at a set purchase price of \$7,500. Ashley suggested that this amount be termed back dues and voted on. Nicole indicated that it could be called anything, either way it is just a settlement amount.

Art Waldrop made a motion to waive notice of a special Board Meeting for the Board to vote on the matter as presented. Jennifer Ito seconded the motion.

Nicole Pieterse presented a motion for the Board to adopt: Board and an Owner motion: Board Motion: to waive notice of a Board meeting and for Board approval of the re-plat adjusting the boundaries of Units 112, 113 and 114. And a Declaration amendment reallocating everyone's dues accordingly as proposed and circulated in 2016 contingent upon:

- Unit 113 to pay 4.5 years of back dues when the documents are final and recorded.
- Unit 114 to pay 6 years of back dues when the documents are final and recorded and the expense of completing and recording the replat and declaration amendment.
- Unit 112 to pay \$7,500 to expand 200 sf into adjacent attic space when the documents are final and recorded.
- The HOA will pay its own attorney fees.

Brendan Shine moved to adopt the Board motion. Jennifer Ito seconded the motion and it passed unanimously. Ashley Abdo moved to adopt the Owner motion. All members present voted unanimously; Units 103 and 104 were not present.

b. Updated: Amendment and Restating the HOA Declaration. Judi provided an update regarding the Amending and Restating of the Declarations. Nicole Pieterse has drafted the amendment and restated declarations and presented to the board. It is noted there

must be 100% approval from the owners to accept. The owners will receive a draft of the Amendments and Restated Declarations. Once these are finalized then the voting requirement percentage will change to 67%.

c. Reserve Study. Jennifer indicated that the Board had agreed to the dues increase to cover the reserve study recommendations. Art did an introduction to explain the 10% increase in the reserve contribution to the membership. This amount is still quite moderate. One item discussed was a replacement hot tub heater. One of the other items Art shared is that the Board would like to take the settlement money and put that into the reserve account. Discussion ensued. **Matt Haertzen made a motion that the reserve dues be increased 10% this year and the next three years to bring the reserves up per the Reserve Study recommendations. The motion passed unanimously.**

d. Landscaping: Judi presented an update. Due to the drought this past year, we were unable to irrigate anything. Karen indicated that she obtained irrigation estimates for the property which came in at \$7,000. Jennifer indicated that she felt this was a Board discussion and could be handled there. Judi indicated that the operating budget included the flower baskets and general landscape maintenance.

e. Pool Shed Repair: Judi provided an update regarding the need for a new door and flashing on the roof. She also indicated that the repair was in the operating budget. Board has approved moving forward with these repairs.

f. Financial Statement Review for FY 2018. Judi presented the financials and indicated that we did come in under budget for 2018 in the amount of \$2300. Some expenses were removal of a tree as well as the drip system install. Brendan Shine made a motion to accept the 2018 financials as presented. Scott seconded the motion and it passed unanimously.

8. New Business

a. Etta Place Trash. Jennifer Ito provided an update to the members regarding the new one year agreement with Etta Place. Discussion ensued.

b. Proposed Budget and Dues Review FY 2019. Judi presented an overview indicating that budget for 2019 has been increased for water/sewer as the town indicated their rates were going up as well as the trash increase. Discussion ensued regarding the frequency of window washing. Additional discussion ensued regarding items needing attention and how to proceed with available funds. It was agreed that the Board would discuss the items to include in maintenance. Judi indicated that the members could funnel their suggestions to her and she would forward them to the Board. **Brendan Shine made a motion to approve the 2019 Budget as presented. Jennifer Ito seconded the motion and it passed unanimously.** Brendan made a motion that the increase in dues becomes effective with the May 1, 2019 dues billing.

c. Annual Disclosures and DORA Filings: Judi provided an update that the filings have

been completed and that her license is current.
d. Other

9. Adjournment. The meeting was adjourned at 5:30 pm.

Respectfully submitted,

By: *Judi Balkind*
Jarmik Property Management, Inc.