

**FRAGARIA LANDING HOMEOWNERS ASSOCIATION**  
**Board Meeting Minutes**  
**June 15, 2020**

The FLHA Board meetings continue to be held via Zoom. The agenda for this meeting, as well as an invitation and instructions to connect via ZOOM, were forwarded by e-mail to all FLHA members in advance.

Present: Elaine Herrera, President; Beth Lohr, Vice President; Michele Benson, Secretary; Carol McGhee, Treasurer; Robert Miller, Elected Board Member; Colleen Miko, Elected Board Member; Jeanette Guillaume Marshall, Elected Board Member; Jan Salomon, ACC Member; Debra Walker, Guest; and Lori Riis-Vestergaard, Guest.

**Secretary's Report:**

- Minutes from the March 16, 2020 Board meeting were reviewed and accepted.

**Treasurer's Report:**

- All special road assessments have been paid. Five FLHA regular assessment payments are outstanding.
- The CD that was discussed in the previous FLHA Board meeting was not purchased. The risks due to COVID-19 outweighed the benefits of purchasing a CD given that an in-bank appointment would be required.
- The June 15, 2020 FLHA Quarterly Treasurer's Report was reviewed and accepted. A copy is attached with this document.

**ACC Report:**

- Jan Salomon has filled the ACC member position vacated by Cherie Carr.
- A copy of the ACC report is attached with this document.

**Old Business:**

**Road Sealing Project-Superior Asphalt :**

- Carol McGhee reported that Superior Asphalt has recently checked the road. The bid amount from Superior Asphalt was discussed. There was some question regarding who would complete the repairs and associated cost.
- Superior Asphalt has begun scheduling. The plan is to complete the FLHA project this summer but it is not scheduled yet.
- **UPDATE on 06/17/2020**—Superior Asphalt has agreed to do the sealing and repairs for \$30,359.10 plus tax as originally estimated.

**Moss Control Status:**

- A complaint had been made regarding the moss on the planters at the entrance to Landing Lane.

- Joe Machcinski from Pangea Landscapes scraped off the moss and distributed baking soda around the area.

#### **Gate Code:**

- Bob Miller will change the gate code and batteries on July 1, 2020.

#### **Access by Emergency Responders (for residences below the gate):**

- In case of an emergency, Emergency Responders will contact Kitsap Emergency Services.
- Each residence (below the gate) must set up an account on the Kitsap Emergency Services website. The gate code as well as other details can be entered there.

#### **New Business:**

##### **Beach Road:**

- Storms have been washing out the gravel at the corner just past Jeanette Guillaume Marshall's house (8726). The washout begins where the retaining wall ends and extends for a distance of approximately 25 feet.
- Jeanette will research what the best way is to resolve this problem and report back at the next meeting. Carol McGhee will find out where the culvert is located.
- Meanwhile, as a temporary fix and as an experiment, anyone who has rocks that they would like to bring down there, could do so.

##### **Stairs at the Beach:**

- Elaine Herrera has followed up on what would be involved to install the stairs that Kris Clark procured from the reconstruction of a ferry dock.
- State Farm (FLHA Insurer) was contacted. Liability coverage and cost would be the same with or without stairs.
- Elaine contacted five wetland consultants regarding a required biological report. One company, Ecological Land Services in Bremerton, has responded. Requirements and expenditures would be as follows (approximately):
  - A Shoreline Exemption Permit: \$700.00.
  - A GeoTech report (Elaine will follow up on the cost).
  - A Biological report: \$3500.00.
  - Permit assistance and submission assistance: \$1000.00.
  - SEPA checklist and JARPA application: \$1000.00.
- The time frame for completion of the required permits etc. would be approximately two and a half months.
- Colleen Miko suggested that FLHA Board members might be able to do some of the process themselves (such as permit assistance, filing the JARPA application and completing the SEPA checklist). Colleen Miko and Elaine Herrera will follow up on this.
- Beth Lohr pointed out that a request for a dock or floating pier could possibly be done in the same application as the one for stairs. Beth will follow up on this.

**Unlicensed Off-Road Vehicles:**

- A complaint was made about unlicensed off-road vehicles driving on Landing Lane. Michele Benson contacted the Kitsap County Sheriff's Office about this. The response was that it is not against the law for residents of an HOA to drive unlicensed off-road vehicles on an HOA's private road. The only exception would be if a provision was made in the covenants against the activity. The FLHA covenants do not have this provision.
- If there are vehicles driving on Landing Lane that belong to non-HOA members, a report to the sheriff's department to report a trespassing violation could be made by the individual who witnesses the incident.
- The consensus of the Board is that this is a neighbor to neighbor issue and should be dealt with accordingly.

**Election of Officers:**

- All Officers were approved to continue in their present positions with the exception of the Treasurer, Carol McGhee, who was looking to retire from the position.
- Michele Benson nominated Lori Riis-Vestergaard for Treasurer. The nomination was approved.

**The Meeting was adjourned at 8:16 p.m.**

**Next FLHA Quarterly Board meeting:**

- Monday, September 14, 2020 via Zoom 7 p.m.

Minutes submitted by Michele Benson; FLHA Secretary.