

FOUR SEASONS PARK HOA
MONTHLY BOARD MEETING
THE MARKET
May 18, 2024. 10:00 AM. MINUTES

1. Call to order 10:05 by Tom Cline
Board members present: Tom Cline, Kathy Villegas, Nick Spurrier, Duke Mehlhaff, Brian Steinmetz, Sue Haskin. Ken Langley.
2. Tom allowed time for members to review the minutes. A member inquired about an attachment that was referred to in the minutes that was not provided. Kathy indicated that the attachment is included in the official file copy. The member who had authored the attachment provided him with a copy to review.

Motion: To approve the minutes as presented. Sue moved and Brian seconded. A voice vote accepted the minutes as presented.

3. **Treasurer's Report**-Nick presented his April report and those bills already paid in May. We discussed an invoice for the broken water line on Division 1, lot 11, near the bridge. Part of the bill will be the responsibility of the owner. Kathy will ask Dale to give us a separate invoice to present to the owner. Nick said he will meet with Wendy once more in May and once in June to be sure the transition to her services is smooth. Nick did not bill the Park for May services, since he had a reduced role in daily responsibilities.

Motion: To accept the April report and May bills. Duke made the motion, and Sue seconded. By voice vote, the motion passed.

4. **Roads Report**-Duke said the paving project will probably begin in July. He mentioned that we will be in communication with the Dickies regarding how Lakeside will create a smooth transition to their driveway on Cottonwood. Ken said he knows them and would talk to them. We will send a letter, as well.

There was discussion about the bridge paint color, and Duke explained that the committee changed its mind and was happy with the gray, once they saw the prime coat. The brown paint was converted to gray. Duke said the project took 6 weeks and 720 man hours, used 6 gallons of rust converter, 19 gallons of primer and 8 of top coat. The Board voted in April to pay up to \$10,000 to Landons Painting, because the original bid was far below the final cost of the project. We did pay an additional \$9,500.

Duke explained that major I-beam repair is needed on the bridge. There are some cracked bolts and drainage problems in two areas and a delaminated metal brace that needs replacing. He has been consulting with a metal expert and a structural engineer about the work. Duke proposed to use the emergency fund to do this work. Nick said this would have to be voted on by the members as a special project. The decking must be replaced, as well. It was agreed that the June 15 meeting will include the bridge projects and the use of emergency funds, and that a letter will go out as soon as possible, letting members know that these items will be discussed and voted on, if we are able to get a quorum at the June meeting. Otherwise, a vote of the membership by mail will be necessary. Discussion also included replenishment of the emergency fund, and this will be part of the June agenda.

Duke has had a new sign for the Cottonwood entrance designed, which alerts OPMC and others about criminal trespass. The old sign can be moved to the Hemlock gate entrance. After discussion, it was decided to purchase two smaller signs with identical wording for the Hemlock-Rosewood and Hemlock-Maple intersections.

not in meeting

Motion: To purchase three signs for the Park to be installed at the Cottonwood entrance, the Hemlock-Rosewood and Hemlock-Maple intersections. Brian made the motion, Sue seconded. The motion carried by voice vote.

5. **Maintenance/Grounds-** Brian said the fencing for the pump house area is in and will be up in a week or so. There was discussion about the OPMC use of the easement and the removal of some survey stakes and flags. The Board plans to meet with Matt Lind next week to view the area and work on clarification of the easement with the attorney for OPMC.
6. **Water Report-** Tom reported on the repair of the leak near his house. He said water usage has been down the past two months, and that is a result of repair of leaks. The culvert across the street from his house has been repaired and filled.
7. Duke said there are 13 owners who do not have their restrictive covenants for consolidated lots registered with Clallam County. He said he would like the new treasurer to take over the responsibility for working with owners to get their restrictive covenants filed. No action taken.
8. **New Business**
 - a. Accounting positions were discussed, as the audit suggested that we have a division of labor regarding financial responsibilities. We do not have anyone interested in the treasurer position yet, and we need to have job descriptions spelled out. A member said it is important that the Board be transparent about paying anyone for services rendered. Further discussion was tabled to the June meeting.
 - b. Members were notified that there will be an executive meeting following today's meeting to discuss an easement violation.
 - c. Brian is concerned about some tree removal that may be required at the Rosewood-Hemlock intersection. Nick suggested asking PUD again if they can be helpful. Brian will get some estimates on the work. Some additional posts may be needed for the pump house line. Tom said that cable support may be required.
 - d. Tom read a recent member request for records. Kathy has been in communication with the member, to clarify the request. Discussion followed. No action was taken. Tabled for June meeting.
 -  e. Nick reviewed our current budget status and is adamant that we need to cut back in our spending. He anticipates that we will be over in all budget categories.
 - f. A member distributed a paper, "Investigation Demanded Regarding Misappropriation of Funds." No action was taken.

Motion to Adjourn: Duke moved and Brian seconded. Voice vote in the affirmative.
Meeting adjourned 12:08 pm.

II, Theresa Lehman, Four Seasons Park HOA President, do hereby certify that the above minutes have been reviewed and approved at a duly held Board of Trustees meeting at the Port Angeles Food Bank in Port Angeles, Washington.

Theresa Lehman, President

Date

Minutes of Executive Session Thursday, May 23, 2024

Attending: Matt Lind, attorney; Duke Mehlhaff, Brian Steinmetz, Tom Cline, Kathy Villegas

Meeting began at 8:50 AM. The purpose of the meeting was to do a drive-thru of the Park to familiarize Mr. Lind with the locations of the lots that are legal concerns at this time, and to look at our property that has an easement for the Olympic Peninsula Motorcycle Club.

We visited Division 3, lots 14 and 15 to view the owner's fence that is in violation of our utility easement, so that Mr. Lind was prepared to meet with the owner's attorney after our meeting concluded.

We visited Division 3, lot 35, where the owner's fence is encroaching on our road easement and will potentially interfere with this July's road project.

We drove by Division 1, lots 7 and 8, to see the concern about the vehicles stored on the property.

Tom pointed out the camera installed on the Hemlock-Maple intersection.

We drove up to the gate at the end of Hemlock and drove around to see the OMPC property entrance on Deer Park Road. We stopped to view the damage to the road, and Duke told Mr. Lind about his having relocated the concrete barriers that were slipping down the hillside.

We talked about the new signs for the Cottonwood entrance, and our plan to relocate the old sign to the Hemlock gate entrance. We will also add two smaller signs with identical wording to the Cottonwood sign. These will be placed at the Hemlock-Rosewood intersection and the Hemlock-Maple intersection.

We walked the Park property in the area around the pump house and down to Morse Creek. We discussed with Mr. Lind the locked gate which is blocking our access to our property and discussed removing the gate entirely, since it is on our property. We reviewed the several issues we currently have with OMPC abuse of the easement, including bikes in the creek, use of areas that are not part of the easement, removal of some of our trees, parking too close to the pump house, and our plans to put temporary fencing around the pump house area to protect our water source.

We stopped to see Division 5, lot 1 property near the bridge and discussed with Mr. Lind the owner's concern about the Park's responsibility for water drainage through her parcel.

Mr. Lind plans to meet the attorney for the owner of 111 S Alder, Division 3, lots 14 and 15 immediately after the meeting and, later in the morning, with the attorney for OPMC.

The executive session was concluded at 10:18.

New Members

Div 5-18

Tyson 253 S. Alder

Diane S. Maple

We have 45 lots represented
Theresa: must invest in our community

Item #1 tabled by vote of members
"define & reverse spending authority..."

Mark motioned: Herb 2nd

Shared locks

Caution tape

Road use

Assessed \$110K Cut bids \$124K

212 Cottonwood - RJ Services \$8600
to add 8" pipe

$$\begin{array}{r} 120 \\ 6 \overline{) 720} \end{array}$$

Duke: 10 contacted painters - GET LIST

only one would bid

Camera on bridge & underneath - large vehicles

Vern Wilson