

Orcas Highlands Association Board Meeting Agendas
July 8, 10:00 AM

I. Roll Call: Members present were Bob Burke, Robert Dashiell, Brian Ehrmantraut, Susie Frank, Lee Goodwin, Steve Pettyjohn, Mike Shivers and David Turnoy.

II. Call to order: David called the meeting to order at 10am.

III. Approval of minutes. A motion to approve the minutes of May 6, 2024 was made by Brian and seconded by Steve, the motion was unanimously approved.

IV. Treasurer's report: Mike presented the Treasurer's report detailing that the current balance in the operating account was \$29,600 and the reserve account was \$106,800.

A discussion by the Board whether the shoulder and drainage work proposed by Bob Burke is funded from the Road Maintenance Fund or the Roads Capital Reserve Fund? It was also discussed that we rename that fund to make it clearer that it's a legally created Reserve Fund, primarily for tax purposes. The Reserve Fund is held separately in a savings account at Banner Bank, and this account also has a \$75,000 certificate of deposit. All other funds are general funds held in the operating account. We have not historically segregated the funds for Fire Mitigation and Road Maintenance into specific accounts. We have tracked the sources and uses of these funds.

The consensus was that general maintenance of roads, patching, plus snow removal and mowing of the ROW would be considered Road Maintenance. Major work such as chip sealing would be allocated to the Capital Reserve.

V. Old business

A. Trees update – Robert received a bid from Rainshadow of \$4,227.60 to remove the subject large alder on Highlands by Jim Hostler. It is a huge tree, complicated removal requiring high lift equipment, climbing, and section falling. Carson indicated it's not what he would call a major hazard tree, but alders are relatively short-lived (60 years +), so he also said some of it could break off just because of its species. Although the cost was reasonable considering the nature of the removal, Robert suggested that we either put this off for a while or get other bids. The Board accepted Robert's recommendation that we wait and reevaluate later.

The Alders on Discovery by Shelbi and Patton were discussed with the question of whether the location of the tree was on ROW or member's property. The concern is if it falls it might fall on their roof. Robert and Steve volunteered to look at the situation and attempt to determine the location of the tree to it being on the ROW.

B. Kelly water issue was discussed at length and Washington Water to address their part, and the Board discussed the associated drainage issue. No resolution was agreed upon, only that the Board will continue monitoring of the situation.

VI. Committee reports:

Policy: Date to begin revising governing documents.

Architecture: Members are Mike, Steve and Brian.

Nominations: All Board members will attempt to secure future nominees. The question about Chris Graham's interest was discussed. It appears Chris is willing to assist in the Policy revisions but currently has no interest in re-joining the Board.

Firewise: Brian indicated we have been approved but as of this date no new signage has been received.

Roads:

VII. New business

A. Mowing- Mike and Bob volunteered to proceed with mowing once the daisy season was concluded. The ability to secure the equipment is still a factor in our ability to mow the ROW.

B. English Holly- We received an email from Joanie about the English Holly and its difficulty to remove. She received several quotes for the work, detailed below with her recommendation. Mike made a motion to accept her recommendation and seconded by Robert, the motion was unanimously approved. **Quotes:**

Nunez Gardening: \$4,050

Chihuahua Team Ismael Garcia: \$3,000 - recommended

Black Cap Restoration: No Bid.

The Board acknowledged the great work Joanie and her committee have done on Noxious Weeds for the OHA. It was also noted that we have had volunteer support for the noxious weed removal. However, additional support is still needed from the members.

C. Pave Highlands shoulders - private owners may want to coordinate to pave driveways

D. Cut back shoulders to drain pavement, do after mowing

E. Email addresses on map, can allow opting out

F. Keeping old documents

G. Questions for bookkeeper

1. Number of actual billable lots - the number has been 120 and continues at that number.

2. Is Eric Youngren just paying road fees or full dues - Eric is billed for the Road maintenance and the Roads Reserve Fund at \$240 per year.

H. Limit size of mailboxes - It was recommended that new mailboxes should be standard size with no oversized boxes.

VIII. Good of the Order: Bob suggested that a new lock for the burn area be acquired. Everyone agreed on the purchase of a new lock.

IX. Next meeting: Sept. 9 at 10am

X. Adjournment: