

MVHOA Board of Directors Meeting #97 on 4-11-2023

The meeting was called to order at 9:00 a.m. at the Palazzo. Present were President Margaret Jacobson, Vice President Dan Suter, Treasurer Ginger Sorenson, and Secretary Sharon Gittleman. Also present were seven qualified individuals who had expressed willingness to help serve where best suited on either the ACC or Board of Directors who had been invited to meet with the Board: Jerry and Kay Chichetti; Karene Hill; Kathy McKinney; Paul and Leah Miller; and Linda Phillips.

The Board spent an hour with the group discussing HOA needs, sharing ideas, and had the potential candidates talk about their areas of interest and how they might best serve the HOA. The invitees were dismissed shortly after 10 a.m. and Board members discussed their assessment of each one. The results of those assessments are reported under **Old Business**, below.

Summary of Inter-Meeting Business (October 11, 2022, through April 10, 2023):

- The October 11, 2022, Board Meeting Minutes were approved on October 12 and posted on the website on October 14.
- A notice was sent by the Secretary on October 22, 2022, to all RV Storage Area users that the contact number for issues or questions with the Storage Area was being changed to the HOA Message line and that there was no RV Storage Area “manager” at this time.
- The Fall/Winter edition of the *Mediterranean Sun* newsletter was distributed on October 25, 2022, and was posted the same day.
- The City of Pasco provided a claim form on October 27, 2022, for the HOA to submit regarding the block wall damaged by the City’s trees on Broadmoor Blvd. The City’s insurance company subsequently denied the claim on December 28, saying they “As a courtesy, the City ... removed the tree and another similar one that was causing damage to (our) wall.”
- On October 27, 2022, the Board approved the 45th unit for rental, placing us at our cap. Any subsequent requests will go on a Wailing List, which the Secretary will maintain.
- The annual Winter Care/Holiday Decorating flyers were distributed to all Townhomes on November 2, 2022.
- An email blast was sent out by the Secretary on January 14, 2023, to remind all residents of pet owners’ responsibilities to clean up after their pets, have them leashed and not simply let loose to roam.
- Another email blast was sent out on January 17, 2023, regarding questions from Owners about a website called “Nextdoor Mediterranean Villas” purporting to offer them a place to advertise, post lost and found, etc. We clarified it had nothing to do with our HOA and reminded our Owners of the proper means for communicating with the Association and its Board of Directors.
- On January 31, 2023, we received the \$138,500 plus tax contract from Hernandez Masonry to replace the north wood fence from Broadmoor to Midland with a block wall.
- Burglars stole three catalytic converters and miscellaneous items from RVs in our Storage Area sometime prior to February 8. Police reports were filed by the owners. The incident apparently occurred at the same time as a theft at the adjacent construction site.

- On February 12, the Board approved a three-year Budget Stabilization proposal from Accurate Reserve Professionals, LLC, for \$1,197/year for one on-site Reserve Study and two no-site-visit studies.
- On February 13, the Board approved a \$2,700 contract with Stratton Surveying & Mapping, P.C., to perform survey services for the north fence between Broadmoor and Midland to provide proof to the City that the fence indeed belongs to Mediterranean Villas and is ours to replace with a block wall. The survey crew came out on February 17. A copy of the recorded survey was received April 7.
- On February 25 the Board finally received the draft 2021 Audit report to approve. The finalized version was received March 19.

Reports:

a) CC&R Enforcement

- A letter was sent October 12, 2022, to the Owner of 6016 Mia thanking her for restoring her front door to white/off-white and the partial removal of stucco attachments but advised her of the correct color number for touch-ups and reminded her of the need to remove the stucco attachments on her rear wall. This has been completed by the Owner.
- A letter was sent October 14, 2022, to the Owners of 9404 Majestia asking them to get Spectrum to properly install the ground wire through the back of their cable box and have the holes where the line was run along the stucco repaired and repainted. Spectrum and the Owners promptly complied.
- A follow-up letter was sent October 19, 2022, to the Owners of 6013 Mia seeking clarification on the status of their numerous stucco attachments on their rear wall. With none of them removed as of December 1, a letter with notice of fine was sent to them. The fine was to have been increased and assessed each subsequent month until compliance was achieved. In addition, a prohibited seed bird feeder was observed in use there on February 21 that had led to much bird dung on neighboring patios. Dan said he would talk to the Owner about both issues. As of April 3, 2023, two items were still attached to their rear stucco wall and the bird feeder was still in place. The Board failed to assess the repeat and increased fines for January through March 2023. Despite this “pass,” the Board agreed to assess the Owners another \$50 fine for lack of full compliance on the stucco attachments and a \$50 fine for the bird feeder.
ACTION: Ginger will advise Celski of the two fines.
- While distributing the Winter Care flyers, Board and ACC members observed that the front door at 9805 Mia had been painted black. A letter was sent to the Owner on November 8, 2022, giving her 20 days to restore it to white or off-white. This Owner had already received a letter dated August 29 regarding an attachment on her rear stucco wall. Notice of \$25 fines for both violations was sent to the Owner on December 1 for lack of compliance; another notice of a \$100 fine for failure to restore the front door to the requisite white or off-white was issued on January 14; a third fine of \$125 was issued in February and a notice was sent via email on February 18 in response to the Owner’s questions. The owner finally complied by repainting the door in early March.

- On February 21, a letter was sent to the Owner of 6015 Mia regarding pallets, pots and other miscellany being stored in the Common Area between Townhomes. The Owner removed the items as requested.
- A letter dated February 22 was to be delivered by Dan to the Owner of 6021 Mia regarding electrical conduit attached to the stucco on his patio. It was subsequently mailed when Dan found no one home when he stopped by. The Owner has complied by removing the conduit.
- Dog tethering with stakes in the yard was observed at 9813 Mia on February 21. This is no longer an issue; the Owners removed the tethering devices. A decorative attachment on the rear stucco wall at the same address has been removed.
- Sharon pointed out that the Board had never codified the ban on open-flame burning and the prohibition on seed and suet bird feeders by adding these to the Rules & Regulations (R&Rs). So, she has to publish reminders on these matters in the newsletter every year. The Board unanimously approved her motion to add these as two new R&Rs.
ACTION: Sharon will draft the new R&Rs and get them published on the website; report the additions in the next newsletter; and make copies for the new-Owner Welcome packets.

b) Finances

- Motion was made, duly seconded, and unanimously approved to accept the September 2022 through February 2023 financial, balance-sheet and budget reports.
- Ginger reported that our insurance company, Conover, was bought out and the agents are now in Yakima. It has become more difficult to reach them and inconvenient to be located so far away. She proposed moving our insurance to the nearby Tri-Cities Insurance Company, which can handle both the Travelers liability coverage we now have and the property insurance policy we have through Mutual of Enumclaw. A motion was made, duly seconded and unanimously approved authorizing Ginger to make the insurance company switch.
ACTION: Ginger.
- The 2021 Audit recommended that the amounts in Reserves at our banks in excess of the federally insured \$250,000 limit need to be addressed. Ginger proposed moving a total of about \$137,000 from our GESA, HAPO and Columbia Bank accounts to open a new account at Yakima Federal. In addition, she would transfer about \$120,000 from our GESA and Wheatland Bank Reserves to our checking account to go toward the north fence replacement. This will resolve the issue raised by the auditors. A motion was made to accept the proposed transfers of funds and opening of a new account; it was seconded and unanimously approved.
ACTION: Ginger.

c) ACC

- Ginger reported that we will move ahead with paying about \$1,400 to have Hernandez Masonry fix the section of block wall damaged by the City of Pasco's trees along Broadmoor Blvd. The City's insurer denied our claim even though it acknowledged the trees damaged our wall. Hernandez will do the work while onsite for the fence replacement project.
- The project to redo the median between 9909 and 9911 Mia Lane was completed last Fall.
- Resodding has yet to take place where five trees were removed in the Majestia Park area last year. Heritage has been reminded to get this scheduled.

- The Board briefly discussed the slope surrounding the garbage-can pad at 9816 Mia, which residents claim makes it difficult to navigate the can to and from the pad. The pad is level but very thick and set above the slope. The stones around it make footing treacherous, especially in inclement weather. The matter was referred to the ACC to review and discuss options for correcting the situation.

ACTION: ACC.

- A situation developed with the fascia paint applied last Summer on one side of 6024 Mia. Our contractor, Belza, whose work is guaranteed for five years, came out and redid the painting.
- The middle walkway through the hedge along the large west-end parking lot is very uneven and a safety hazard because many of the pavers have sunk. Heritage will be asked to submit a bid to remove the pavers, relevel the area and reset the pavers to correct this.

ACTION: Ginger/Heritage.

d) RV Storage

- On January 6, 2023, the east gate lock had to be replaced due to apparent vandalism.
- The Board discussed various options that have been suggested to enhance security of the RV Storage Area, but with no power available, lights, cameras and other such methods aren't feasible, and won't necessarily stop theft attempts when local people are having catalytic converters stolen from their vehicles in public parking lots in broad daylight. In addition, the more security we add, the more liability would fall on the HOA, and our RV Storage Agreement with users clearly specifies it is up to users to provide their own insurance and use the Storage Area at their own risk. Sharon noted there are only three spaces available, so the current users have not chosen to store their RVs elsewhere, as is their prerogative.

ACTION: Sharon will advise users that the Board discussed the matter and encourage them to consider their own security measures, such as etching catalytic converters with identifying information. She will note that police are now focusing on those who buy the stolen converters.

- Sharon will be contacting Doug Stredwick regarding assistance checking the status of license tags and restriping the spaces.

ACTION: Sharon.

e) Palazzo

Nothing to report.

f) HOA Phone and Email

Sharon reported no significant issues were presented in phone calls or emails that aren't discussed elsewhere in these Minutes.

g) Rentals

- On March 10, the new Owner of 9702 Mia asked if he could rent out the unit because he did not realize we had a rental cap and purchased the property without doing due diligence on our Lease Rules & Regulations. The Board denied his request, so he agreed to be placed on the Waiting List behind three other Owners. The Owner now has the unit listed For Sale again.

- On March 30, an Owner with seven rentals asked about purchasing an eighth unit currently owned as a rental by his daughter and son-in-law. The Board unanimously denied the request as the Lease R&Rs clearly state that permission to rent does not transfer to a new Owner. The Owner subsequently agreed to be placed on the Waiting List behind four others already in line.
- Sharon noted that our Lease Rules & Regulations (Lease R&Rs) specify certain Terminating Events when a Waiting List exists. One of those Terminating Events described in Section 3.c.iii. is a unit not rented or leased for 90 consecutive days, or such other time as determined by the Board of Directors. Sharon pointed out that 9906 Vincenzo has been vacant since at least some point in 2020 (possibly sooner); Sharon contacts the Owner once or twice a year to check on status and he usually reports he's looking at a tenant now, or the last one failed a background check, or something similar. He's current on HOA dues and taxes, so that's not an issue.
ACTION: Sharon will call the Landlord-Owner to advise him that our Lease R&Rs give us the right to revoke his rental permission.

Old Business

a) North Fence Replacement with Masonry Wall

There was considerable discussion about the various landscaping and other nuances with this project. Back in February, Sharon had drafted letters to the Broadmoor Estates owners on the other side of our fence, plus letters for our Owners and Landlord-Owners; these will all be modified, as we do not have a project start date yet due to lack of permit from the City of Pasco. [Right after the Board Meeting the Secretary discovered that the City's permit application for the south wall extension/fence replacement in 2015 required parcel numbers for each property, so additional work was required to look up and add that information to all 61 addresses.]

Sharon has been unable to get a return call from Hernandez' contact in the City's Building Permits group but will keep pursuing that. The Board agreed we need to proceed to gather all the consent signatures from both sides and hope we can get a meeting with the City by the end of next week.

ACTION: Sharon will send the Broadmoor Estates owner letters via Certified Mail; she will prepare what is needed to get signatures on our side of the fence, which hopefully can be garnered by Ginger, Carole, and Margaret by early next week; she will email letters and a signature page to the six Landlord-Owners, one offsite Owner whose family member lives here, and one to the family member in charge of a deceased Owner's estate.

b) Board/ACC Vacancies

- The Board reviewed and discussed the lengthy "interview" with our potential Board/ACC candidates at the start of today's meeting. A motion was made to appoint Linda Phillips to the Board of Directors. Motion was duly seconded and unanimously approved.
- Another motion was made to appoint Jerry and Kay Chichetti, Kathy McKinney, and Paul and Leah Miller to the ACC. Motion was duly seconded and also unanimously approved.
- A motion was also made, seconded and approved to name Karene Hill as a co-coordinator of the RV Storage Area, to handle keeping the records, in concert with Sharon, who will still monitor the voice- and emails of users on the HOA phone line, and Doug Stredwick, who had offered to assist with the physical aspects of the RV Storage Area.

ACTION: Sharon will notify all the new appointees on behalf of the Board and get the RV Storage Area "coordinators" together to clarify roles and responsibilities. Ginger will convene an ACC

meeting to have the new members meet existing members and clarify assignments, then probably have a second “action” meeting prior to the Board’s May meeting.

New Business

a) Miscellaneous Repairs

Discussion centered on needing to have one or two “handymen” on call when needed for minor repairs around the development, like replacing fence boards and such.

ACTION: Sharon will check out one or two handymen that she knows several Owners have used for various repairs in and around their Townhomes and another that lives here in Mediterranean Villas.

b) Spring Newsletter

Sharon will be putting a newsletter together in the next week or so. In addition to the topics discussed above, Board members are encouraged to provide ideas for articles to her.

c) 2023 Meeting Dates

The Board agreed to the following meeting dates for 2023: May 16, June 20, August 15, September 19 and October 17.

Adjournment

There being no other business before the Board, a motion was made, duly seconded, and approved to adjourn the meeting at 11:36 a.m.

Respectfully submitted,

Sharon Gittleman
MVHOA Secretary