

MINUTES
Sandy Point Board Committee Meeting

Tuesday, June 6, 2023
Home of Judy Bourquin

Board Members Present: Judy Bourquin, Greg Lupo, Mike Sherman, John Ryan, Bo Ward, Steve Grothouse. **Board Members Absent:** Gail Bowler, Lyn Berkebile, Paula Saul. Also in attendance, Jerri Guinn, Property Manager and Jim Kress, Long Range Financial Planner

Reports:

1. President's Report, Judy Bourquin

- a. Minutes from the April 11, 2023 Board meeting were approved.
- b. Technical issues with our website login were discussed.
- c. Vaping issues at the pool were discussed. Jerri purchased NO VAPING signs that are now hung by the pool deck.
- d. It was encouraged for the Board to make timely responses to review requests for the newsletter, Board minutes and Treasurer's report.

2. Management Report, Jerri Guinn

- a. Accounts Receivable – none.
- b. Pool opened May 27th. Thanks to those residents, John Ryan, David Ward, Barbara Riordan and Kim Mannweiler, that helped with the cleaning of bathrooms and pool furniture.
- c. AES spent one week trimming trees near the power lines behind 7910 RBDE. There were chunks of trees left in a hole by this residence. Jerri will call AES to have clean-up done.
- d. A dumpster will be placed in guest parking across from 8118 RBDE the weekend of June 24th. for river cleanup only. Working with landscape companies to hire workers for cleanup.
- e. There has been burning of cottonwood in an area that appeared to be a campfire close to the gate to the boat ramp. Additional burning was located back near the same area.

3. Architecture Report, Steve Grothouse

- a. Architectural Change Request Form:

A proposed final version of an updated Architectural Change Request form was given to Board members. Based on the input from the April meeting, the ACC made the following substantive change to the contractor acknowledgment form: the homeowner and contractor must now agree that the HOA - now via the property manager, a member of the HOA board OR a member of the ACC -- is a THIRD PARTY BENEFICIARY (instead of a co-customer) of the project. This legal concept keeps the

HOA from being considered a direct party to the project contract but still enables the HOA to enforce the approved project design (assuming it was incorporated into the final contract between the homeowner and contractor). This final version of the form is submitted for the board's final approval to be put into use. The final version was approved by the Board.

b. Four architectural changes were completed:

- 1) An expansion of the footprint of a new resident's back deck on the channel.
- 2) A joint residents' replacement of a shared staircase down to the channel.
- 3) A dog run fence attached to an existing privacy screen, which will be connected to create a single enclosed area.
- 4) A repair and color change of an existing back deck.

c. One architectural change request is currently in progress:

- 1) A request to redo a back deck with Trex and install new windows and screen on the back screened-in porch, in anticipation of painting the house a new color.

d. Two architectural change requests are currently in the pre-approval stage:

- 1) A request to install a new front door and garage door.
- 2) A request to install a greenhouse on a back deck. The greenhouse would be an enclosed 8'x10' structure, comprised of all glass and metal, that can be equipped with an exhaust fan and poly-material shades. It would be bolted to the deck in a semi-permanent fashion. The homeowner would also plan to include an electric heat source in the winter that would be powered via an extension cord external to the greenhouse (or alternatively solar). The ACC and the immediate neighbors have concerns regarding the project, as follows:
 - The greenhouse would be visible to both immediate neighbors, as it would extend above and past existing privacy screens
 - The planned location would at a minimum create difficulty in reaching the siding on the house adjacent to it
 - The heating source external to the house is a potential fire hazard
 - The precedent it would set for homeowners to establish semi-permanent internal structures in the community space around their homes (anecdotally, a homeowner already has plans to request a doghouse if the greenhouse is approved)
 - There is some concern that this resident would use the greenhouse for commercial purposes (Article IX, Section 3(o) of the Sandy Point Covenants, Conditions and Restrictions provides that "the Property shall be developed and used only for single family attached or detached residential uses and for the use and maintenance of non-commercial recreational facilities...").

Article IX, Section 3(h) of the Sandy Point Covenants, Conditions and Restrictions provides that "Except as may be approved in writing by the Board of Directors or their designated committee, no structure of a temporary character, trailer, tent, shack, barn or other out-building shall be used on any portion of the Property at any time". To the ACC's knowledge, the ACC has not been specifically authorized to approve the building or use of external structures, and therefore submit this request to the board for approval.

The ACC recommends against approval citing the concerns listed above. However, should the board approve, the ACC recommends that (1) such approval be conditioned on non-commercial use and seasonal use (i.e, no heating permitted) of the greenhouse and (2) that the board set forth specific rules regarding the building and use of external structures going forward.

The Board denied the request for the greenhouse structure.

4. Building Committee Report, Mike Sherman/Greg Lupo

a. After meeting with Property manager, Mike Sherman and Greg Lupo on May 24th inspected the 48 asphalt driveways within the Sandy Point complex. After evaluating Sipe Paving's recommendations our proposal to SP Property management was to sealcoat 12 of the 48 driveways deemed the most likely to need repair in CY 2023 and schedule those at managers discretion.

The remaining driveways would be scheduled to be completed at 12 residences per year for the next three years. Our recommendations to Jerri were very similar to Sipes Paving companies review of the asphalt driveways. Property manager to make decisions based on scheduling of other ongoing property events.

b. We also noticed some minor items with some trim and siding that was also mentioned to the property manager.

5. Communications Report, Lyn Berkebile

a. Sandy Point Newsletter: 5/1/2023- May eNewsletter and hard copies were delivered to residents. 6/1/2023- June eNewsletter and hard copies were delivered to residents.

b. Welcome Letters: A welcome letter was delivered to new resident: 5/24/2023 to Christel (Chrissy) Didat, 3063 RBDN

c. Constant Contact: Added new resident to Constant Contact distribution list.

d. Email Notices: Additional email notices were sent out to residents as needed.

- e. To Do: Update the Resident Directories for recent changes.

6. Grounds/Environment Report, Bo Ward and John Ryan

- a. Thanks to the folks mentioned in Jerri's report, the pool is now open.
- b. John Ryan convened a meeting with Jerri, Bo Ward, Kathy White, and Lyn Berkebile to coordinate the Summer Party on June 12. Jerri will coordinate the main protein (Pulled BBQ Pork), fixings, and serving materials. Bo will bring name tags and decorations. Kathy is arranging for balloons. David Ward will provide the tent to shelter the food from the sun, and he and John will set up the tent, tables, and trash cans before the party and clean up afterward.
- c. Jerri and Bo met with Mary Pat Sharpe regarding approving a tree planted to replace a diseased one in her front yard and to discuss Jerri's concerns about her narrow ledge beyond her back deck. Jerri determined that an erosion control wall was needed and obtained a quote for the homeowner to follow up with the contractor.
- d. There was a discussion regarding the plantings needed in the berm area on RBDE. This will be revisited with Tom McNutt.

7. Treasurer/Finance Report, Paula Saul and Jim Kress

- a. Thanks to Paula for getting the May Treasurer's Report put together despite her situation.
- b. That report shows our May ending reserve balance to be 255,553. However, Jerri's operating fund balance was ~\$23,100 below the \$70,000 target. If we had transferred that difference into the operating fund before month end the reserve balance would have been ~\$232,400. I do not view this as a problem, I just don't want to overstate the reserve balance.
- c. Based on the spending projections I sent out last week, the reserve balance will hover around ~\$101,000 to ~\$103,000 through October. It will then build to ~\$160,000 by the end of the year. Although I do not have detailed numbers for the 1st quarter of 2024 I would expect our revenue to exceed our spending by about \$50,000 for that period. Assuming those savings go to the reserve fund the balance would then exceed the \$200,000 minimum target. Those numbers all assume a minimum operating fund balance of \$70,000.

- 8. Open or Old Business:** Review of the HOA Manual is ongoing. Mike Sherman is doing an excellent job.

9. New Business: None

10. Next Board Meeting is Tuesday, August 8th at 6pm. Place TBD.

Respectfully submitted, Judy Bourquin, President