



Overlook at Qualchan HOA
Board of Directors - Meeting Minutes
9/29/2022

Convened at 3pm

Via WEB Properties Zoom:

<https://us02web.zoom.us/j/7398091619?pwd=VDJvckRLdGRkczE4b1kybUZmbDA1QT09>

- A. Welcome and Introductions
 - a. Board Members: Bob, Mike, Miranda
 - b. WEB Properties: Ron, Bill, Lauri
 - c. Homeowners: Mark Quinn

Note: A quorum of Board Members was not present, so nothing was voted on.
- B. Review and Approval of Preceding Meeting Minutes
 - a. **On July 29 Ron emailed Meeting Minutes from 7/7/2022 for approval**
 - i. Mike B approved – **Will need to send again for approval**
- C. Reports of Officers
 - a. President's Report – N/A
- D. Reports of Committees
 - a. ARC/Grounds -
 - i. 5112 S Jordan (Oberemok)
 - ii. C&C Fall Clean up is completed and is good
 - b. Financial
 - i. Receivables - Lien notice updates
 - 1. 5120 S Menaul - **Certified letter sent early July, which was refused. Letter gave July 31st as the date by which to respond. Since letter refused. Filed lien on Aug 5th and sent certified – no response yet.**



- c. 501 W Willapa Encroachment Issue – **Ron spoke with Mike re concerns about sending letter that is as accurate as possible. Mike agreed a letter from an attorney would hold more weight. Ron inquired as to status. Attorney has been out, WEB to follow up.**
- d. Update on status of advising new homeowners re: ½ dues for second lots:
 - i. 815 Willapa – **No payment made for 2Q as of today on either lot. Will continue to follow delinquency policy**
- E. Election of Board Members, as Necessary
 - 1. Send out renewed request with Annual Meeting Notice
- F. Unfinished Business
 - a. Dog Barking complaint - Message left for homeowner. Homeowner responded that it is not their dogs that are barking as much as the complainant states, there are several dogs in the area that bark.
 - b. Landscaping -
 - i. Hillside Maintenance by Homeowners - Mike B. asked if C&C would offer rate to homeowners. **Have seen improvements.**
 - c. Liz previously suggested a neighborhood block party. Board seemed receptive and stated the HOA has earmarked funds for a neighborhood event in the past. **Action: Liz to research some options and costs. Will also consider a “committee” to help plan. Liz to submit ideas to the Board for discussion/approval. No further communication as of yet.**

G. New Business

716 W Willapa – Homeowner Installing New Deck – Contractor received following from City:

11/17/22 Minutes Edit: Deck was not approved, as the Board does not feel it has authority to approve building over an easement.

- a.
 - i. We will need written confirmation from the HOA acknowledging the risk of allowing a structure to be constructed within the stormwater easement near the storm drain pipe. Since the HOA is responsible for reconstruction and maintenance of the drain pipe, the HOA and the homeowner of 716 W Willapa



Ln may want to evaluate the risk of building a deck, even cantilevered, over the easement. Should the pipe need to be repaired or replaced, the deck may impede proper access to the pipe.

Jesse,

We will need written confirmation from the HOA acknowledging the risk of allowing a structure to be constructed within the stormwater easement near the storm drain pipe.

Since the HOA is responsible for reconstruction and maintenance of the drain pipe, the HOA and the homeowner of [716 W Willapa Ln](#) may want to evaluate the risk of building a deck, even cantilevered, over the easement. Should the pipe need to be repaired or replaced, the deck may impede proper access to the pipe.

The approval you emailed to me yesterday from Ronald White doesn't acknowledge the fact that the structure is proposed to encroach into the stormwater drainage easement.

- b. Falcon Point Lots – Construction clean up is needed, WEB will notify owners
- c. 5022 & 5030 Lincoln Way – WEB will keep an eye on and make sure that they clean up the slash pile
- d. Annual Meeting needs scheduled for the beginning of the New Year.
- e. WEB will draft a budget in November, early December for Board review and changes. The Board will then adopt the agreed upon budget at their December Board Meeting.

H. Adjournment – 4:15pm