

**Solana Community Association
Solana Courtyards Homeowners Association
Solana Estate Lots Homeowners Association
Minutes of the 7/7/21 Combined Board Meeting
Conducted online via Zoom App**

Call to Order

The meeting was called to order at 9:05 AM.

Roll Call

Board members present included:

Solana Community Association Board:

Sherry Hansen
Bruce Emery
Joe Pancoast
Ross Richards

Solana Courtyards HOA Board:

Ross Richards
Mark Kady
Bruce Emery
Bruce Fryxell
Sherry Hansen

Solana Estate Lots HOA Board:

Joe Pancoast
Mary Hartman
Mark Pekar
Anne-Marie Moreault
Bruce Emery

There being at least three members present from each Association Board, a quorum was present for the conduct of business.

Proof of Notice of Meeting

The Secretary noted that adequate notice was issued for the meeting on June 29, 2021 and the notice with a list of recipients would be kept with the records of the Associations.

Adoption of Minutes

The Boards considered the draft Minutes of the May 19, 2021 meeting of the Boards. After discussion, it was moved and seconded to approve the minutes as submitted, which passed unanimously.

Officers' and Committees' Reports

Joe Pancoast reported that only one account is currently in arrears. It was noted that no receipt had been received from the certified mail sent to the member with the delinquent account. Joe reported that the fire alarm in the Clubhouse was triggered twice during the heatwave, as the heat sensors in the attic are set at 130° F. The Fire Department suggested raising the trigger temperature to avoid future miss-calls. Joe mentioned that the alarm system failed to record a log of the dial-outs for the two incidents, which will require trouble-shooting.

Unfinished Business

The Secretary provided summary of the bid from Rainbow Sweepers for sealing all cracks in the paved surfaces throughout Solana, which totaled \$7,371.20 (Community: \$1,725; Courtyards: \$1,725; and Estate Lots: \$3,325). It was noted the Estate Lots portion included the removal and replacement of approximately 30 feet of sidewalk in front of Lot 7, which is likely attributable to the Declarant. The Secretary indicated he would get clarification on those costs and North Pointe would assume their share. It was agreed to continue discussion on this matter in conjunction with Agenda Item H-2, Street Trees in Solana Estates.

The Community Board considered the pool equipment upgrades and operations. It was reported that the automated system was achieving the majority of chemical balance in the pool and spa chemistry. The spa heater had been fixed and is maintaining at 102° F. The spa filter and pool cover have both been fixed. Currently, all of the lounge chairs have rips. The Secretary has been coordinating with an upholsterer to repair five of the chairs for use throughout the remainder of the season. The remainder of the lounge chairs, umbrellas, and possibly sitting chairs will be considered for repair in the 2022 budget. It was noted the outside shower area slate tile will require repair next year as well. It was recognized that several members have expressed a desire for the pool hours to be extended. It was also recognized that, for the pool in particular, adequate time was needed after use hours to apply chemicals necessary to maintain proper chemistry and allow for the pool circulation to properly mix the chemicals. Adequate time was also needed to allow for the proper, safe operation of the automatic pool cleaner. Following discussion, it was moved and seconded to amend the Pool and Clubhouse Rules to include the following:

- Pool hours: 10:00 AM to 6:00 PM, except for Thursdays and Saturdays, which include 10:00 AM to official sunset. Spa hours: 10:00 AM to official sunset.
- Amend the stated location of the First Aid Box to match the current position next to the Spa.

The motion passed unanimously. It was also agreed that a sign should be prepared that: directs users of the pool to properly close umbrellas after use, and to clean up all personal items (toys, towels, etc.) prior to leaving. It was noted that the heat pump and chlorine generators needed to be properly grounded.

The Boards discussed a back-up for Bruce Fryxell's work as the pool maintenance person. Ross Richards had volunteered to help with the position. Bruce Fryxell noted his desire to retire from the position before next summer's opening. The need for additional personnel was noted.

The Boards considered application of more chips on the new street trees along lower Solana Parkway. Although the trees are doing well, the subsidence of the planting material has left some of the root balls showing above grade. The Secretary suggested that chips from future tree removal could be used, but since the project date was uncertain, it was the concurrence of the Board that alder chips be purchased and applied soon to provide needed protection.

The Boards considered the reopening of the Pool and Clubhouse under current COVID-19 guidelines. The Secretary noted that under the Associations' COVID-19 Safety Plan, item 13 states that the Plan will no longer be in effect once state guidelines are lifted, which happened on June 30th. It was still the consensus of the Boards that reasonable care be taken to safeguard against transmission as the virus is still present in the population. This will include the use of remote meeting apps for the present time.

New Business

The Boards agreed to defer discussion on Street Trees in Solana Estate Lots until after Non-Agenda Discussion to allow for the adjournment of the Courtyards and Community Boards.

Non-Agenda Discussion Items

Ross and Joe mentioned they had discussed the need for a property manager position that would be responsible for handling a range of small duties concerning the operations and maintenance of the pool and Clubhouse grounds. The position would likely be most needed between April and October, but may have some small demand during the off-season. It may also include irrigation maintenance and possibly small landscape maintenance duties. It was agreed that Ross and Joe would assemble a committee to consider the position more thoroughly and report to the Boards at the next meeting.

Joe expressed concern that the project for bringing the grass level close to the elevation of the curb edge has not been completed by North Pointe. Also, the completion of the field between Snowbell and Balsam Courts has not occurred. Bruce Emery responded, indicating the personnel at North Pointe had changed and the opportunity to complete the work has not materialized. He indicated he would consult with management on the issue.

Joe also reported on wild animal sightings (coyotes, cougar). He mentioned that Fish & Wildlife personnel advised that debris piles tend to harbor prey animals and can attract predators. It was noted that field rodents exist throughout the area, and it was likely coyotes would continue to be present regardless of debris piles.

It was inquired what to do about private yard areas that were not being properly maintained. The Secretary noted that complaints should be forwarded directly to him (part of ACC). Pieces of rebar were noted near the parking area at the Clubhouse and

presented a possible trip hazard. It was suggested they be removed using a sawsaw. Problems were noted with the new irrigation system at 21 Hawthorn, where too much watering was occurring at the northwest portion of the property, and not enough at the northeast portion. Although Sanford had been contacted, it was agreed the Irrigation Committee Coordinator would contact Sanford again to have the problem fixed. It was noted that resident use of guest parking areas had continued and should be enforced. It was noted that landscape plans for the center islands at Snowbell and Pear Courts had been prepared. The Secretary requested that he receive copies of the plans for consideration by the Declarant.

The Secretary gave a brief update on the Declarant's progress on developing future phases—indicating that development of the property south of the Courtyards was progressing. He would be coordinating with the Boards once a preliminary plat map and other supporting information was prepared. He did note that continued use of the private road network would likely require the installation of privacy gates at the entrances on E. Simdars Road, which would increase security for the whole community.

It was inquired whether there were any welcoming activities established by the Boards for new residents. It was noted that Ross & Joe had discussed the creation of a welcome packet that included information on the Associations and use of the common facilities in Solana. It was also noted that with the ending of pandemic restrictions, former activities, such as Christmas parties, could resume at the Clubhouse.

It was noted that FarrellGas continues to be unresponsive to attempts for communication. The tanks continue to be filled, but there has been no effort on their part to coordinate an extension or revision to the now expired service agreement. Options were discussed, such as transitioning to individual above-ground tanks.

Adjournment

The meeting was adjourned at 11:25 PM for the Community and Courtyard Boards. The Estate Lots Board continued with discussion on street trees. The Secretary noted that 46 street trees were identified that had at least some associated, identifiable root damage being inflicted to the asphalt sidewalk, and in some cases, the street surface. It was debated whether all marked trees would require removal, or only those with pronounced damage. It was agreed that Board members would meet on site to observe and discuss those trees that should be removed for the preservation of the paved surfaces. It was also agreed that the Association Membership would be notified of the tree removal and whether only the problem trees, or all the trees along the right side of the street, should be removed, given the aesthetic implications of the project. It was noted that the resurfacing of Exeter Street was still planned for September, but the surfacing of Flying Cloud was not yet scheduled. Enforcement letters were being planned for lots that were not in compliance with the Vacant Lot Maintenance Policy.

The meeting of the Estate Lots Board was adjourned at 12:16 PM.

Respectfully Submitted,


Bruce Emery, Solana Secretary