

# Redhawk Homeowners' Association

## November 21, 2023 Transition Board Meeting Minutes

President Geoff Swan called the meeting to order at 7:05 PM.

Attendees: President Geoff Swan, Treasurer Tom Moore, Member-at-Large Sage Moon, Secretary Carri Paterson and John Villasenor New Board Member

**Agenda:** Short meeting to mostly assign officer positions for 2024 & a few current items.

Geoff read Officer Responsibilities prior to the Board deciding assignments.

### Assignments of board positions as follows for 2024:

President: Geoff Swan	Vice President: Sage Moon
Treasurer: Tom Moore	Member-at-Large: John Villasenor
Secretary: Carri Paterson	

#### 1. Treasurer Report:

- HOA Funds vetted in bank.
- Dues stayed the same as 2023. Tom to send out notices to homeowners for dues to be paid in full no later than 1/31/24 without penalties.
- Lot 18 outstanding 2021, 2022 and 2023 dues not yet paid. Interest accrues at 12% per year for all years. October 3<sup>rd</sup>, letter was left at house in various locations as owner does not sign for registered mail and email address on file has changed. Geoff noticed all left letters were removed, so owner has received. Discussion on ideas of how to get owner current. Will try to ascertain and contact Mortgage company. Board intends to file a lien on the property.

#### 2. Maintenance Report:

- Main Entry sign update: Geoff working with contractor to get new caps made (aluminum with darker color contrasting with monument stone color). Once caps are in place, the surface stone will be repaired, mortared and sealed. The current inoperable lights will be fixed; hopefully only the photocell sensor is broken. The two light fixtures appear to be sound.
- Options for new sign designs were discussed, but cap repair is most important.
- Potentially the same new cap design and color could be installed on the north entrance sign monuments to match those at the Maltby Road entrance.

- A dead tree came down on the private drive extension of 27<sup>th</sup> Ave SE. Owner pulled it aside and Geoff and Con removed branches and pushed remainder of trunk into the Native Growth Protection Area.
- Lot 18 front yard and porch are in disarray, creating a negative visual impact to adjacent homes. Shared ideas on how to remedy the situation. Potentially contract with a remediation crew to clean up. Will discuss further at January 2024 meeting.
- Parking issues: Do more streets in Redhawk need to have No Parking signs on one side only added to allow for safe emergency vehicle access? Need to discuss with Snohomish County traffic department.

### 3. Miscellaneous Items needing to be done:

- Past membership meeting information file needs to be organized to get records current. Geoff presently working on this.
- Geoff developing expanded scope of work for new Landscape Management contract for Redhawk common areas including entrances. Irrigation Services will be separated from the Landscape Management contract.
- Retention of individual lot files: What documentation is available for ACC meetings that discussed homeowner major property changes and/or violations? Meeting minutes are considered records of actions taken by the ACC, similar to records of actions taken by the Board. Official meeting records must be kept permanently. Project Requests and approvals by the ACC are currently retained by the ACC. What is a reasonable time to retain those records? What other records, if any, of homeowner violations are retained by the ACC and/or Board? How long should those be retained?

### 4. Future board meetings:

January, April, July and October

Next Board Meeting: Tentative date is January 16, 2024 at 7PM

Meeting adjourned at 7:45 PM.