

COAST VILLAGE PROPERTY OWNERS CORPORATION  
BOARD OF DIRECTORS MEETING  
DRAFT MINUTES November 21<sup>st</sup>, 2015

The meeting was **called to order** at 10:02am Saturday, November 21<sup>st</sup>

**A Quorum was established** with President Roger Emigh, Treasurer Scott Murray, Secretary Donna Griffin, and Diana Wolfe-Newman present. Vice President Noel Smith and David Wood were absent.

**The Agenda was approved.**

**Minutes from the October meeting were read** by Secretary Donna Griffin, and approved unanimously as amended to correct the mention of Ted Hawker's fence approval.

The **Treasurer's Report** was read by Scott Murray and accepted unanimously.

The **Park Operations Manager's Report** was read by POM Carlla van de Vyver. As a result of Carlla's negotiation with the City of Florence, a refund of \$18,621.46 was approved for back sewer bills paid during the time we had water leak issues. Carlla also received calls from City Hall complimenting the appearance of our new perimeter fence. After a short discussion about trees that may need to be removed near the #2 lift station, the report was accepted.

The **Maintenance Report** was read by the POM, and accepted.

There was one **Action Without A Meeting** on October 19th to hire a Shift A maintenance person.

**Committee Reports:**

**Activities Committee:** No written report, but Carlla mentioned that 62 people were fed at the Thanksgiving pitch-in feast. For Christmas this year the pitch-in will just be hors d'oeuvres, not a full dinner. There will also be a Chinese gift exchange.

**ARC Report:** Read by Roger Emigh. Roger asked Carlla to get a quote for removing another leaning tree on 199. Lot 207 offered to kick in part of the cost. Carlla said lot 199 owners told her not to contact them to remove more trees because they won't spend any more money on that. Carlla to get a quote. Discussion of lot 25 park model installation. Owner needs to provide more detailed info on proposed location of park model before approval can be given. Carlla asked about whether a parked RV still needs to meet the setback rules. Roger said that if you stay in it at all, it needs to meet setback rules. If lot size does not allow that, it would be a good question to take to the City. Does the City use lot lines or the pavement edge for setbacks? Roger said the City told him the pavement edge, Larry said they told him they used the property line. Dwellings in place prior to 2012 were grandfathered in, but new ones must follow the code. "B" living units have been allowed to be set back only 5'. Roger said that if the road comes onto your property, you may use the 10' set back instead of 20'. Lot 205 ARC approved Pat Rongey's plan for moving her fence. Her application was discussed and passed around for Board signatures.

**CC&R Committee:** Roger said we have received a new draft copy from the attorney. Carlla said that Committee Chair Noel Smith will select Committee members and call a meeting soon.

## **OLD BUSINESS:**

**ARC Policy and Procedures update:** per Roger this will be postponed until the CC&Rs are done.

**Greenbelt Committee:** Glenn Singley presented a very thorough proposal for the formation of a Committee to review the existing greenbelt situation, assist owners with understanding the greenbelt rules, and possibly with planting and maintaining their greenbelts when volunteers are available. The Committee will start with owners who ask for help and progress from there to update the Greenbelt survey data. Carlla cautioned against overzealous entry onto properties and incorrect statements about fines that could be imposed, as was done in the past. The new Committee will get owners' written permission before entering property. Scott suggested that whenever volunteers are working on a property, someone who is officially in charge should be present at all times. Motion by Diana, 2<sup>nd</sup> by Larry to approve Glenn's documentation as presented. Passed unanimously. Motion by Diana to send the Greenbelt letter with paper billings, put it in the Newsletter and on the website, and email it separately to owners who receive email billings. 2<sup>nd</sup> by Larry. Approved unanimously. Email address for the Greenbelt Committee is: CVGBCchair@gmail.com.

**Water Bill: Adjusted Budget Approval:** A partial refund was received, so this was not discussed further.

## **Rules & Regulations:**

**Tarps over dwellings:** Larry moved to limit tarps over dwelling units only to 6 months, with a \$100 fine for exceeding that limit, plus \$25 per month the tarp stays there. Seconded by Scott. Ted Hocker wanted to not limit the rule to dwellings only. Scott pointed out that the concern was for living quarters being kept in good repair for health and safety reasons. After some discussion, the motion was amended to include guest quarters. Motion passed with three votes.

**Combine Fines and Violations Sections:** Keith Davidson's email read and discussed. Keith also suggested including the term "infrastructure" to the verbage about damage to CV property. After discussion, the infrastructure verbage was added, and proposed changes to the Rules and Regulations were read by Donna Griffin. There was some discussion of No Trespassing Signs and clotheslines during the reading. Ila Mae commended the Rules & Regs committee for a job well done. Safety issues were discussed. Motion made by Donna, 2<sup>nd</sup> by Larry, to approve the updated Rules and Regulations document presented by the Ad Hoc Rules and Regulations Committee, as amended to add the new tarp rule and fines, and "infrastructure" language. Motion passed unanimously.

Larry asked for an "old business" **update on the Lot 19 situation.** Carlla worked with Keith Forehand, owner of lot 19 to do eviction paperwork and get the tenant served. Court date is set for Nov 23<sup>rd</sup>. If the renter doesn't show or loses, the Sheriffs dept will come tow the renter's motor home out of the park and remove campers within 10 days or so. Renter is now claiming that all charges that got the owner fined are made up lies, and that's why they haven't moved. Renter's wife told Carlla they'd been trying to get out of here, but couldn't find a place that would accept them. Ila Mae asked if the Board would restrict Lot 19's owner from renting his lot again. Carlla feels his rentals need to be overseen by CV rather than forbidden. After extensive discussion, a motion was made by Donna: in lieu of the 2 year ban on renting for lot 19, any new tenants for lots 19 or 20 are to be approved by the POM prior to a

rental contract being signed. Fee of \$25 per hour for POM's time assisting owner in acquiring an acceptable tenant, plus owner to cover all costs. Motion 2<sup>nd</sup> by Scott, passed with three votes.

#### **NEW BUSINESS:**

Motion by Scott, 2<sup>nd</sup> by Donna to **transfer \$1,850 from Reserve to Operations** for fence retaining wall. Ted asked why CV is paying for that. Scott & Carlla explained that the fence would not stand without the retaining wall. This charge covers materials only – the labor was provided free by the fence contractors. Since so much of the fence was rotted, we can't just charge those owners who used it as a retaining wall. Passed unanimously.

Motion by Scott, 2<sup>nd</sup> by Donna to **transfer \$14,239 from Reserve to Operations** for #2 lift station, passed unanimously.

**Field Camera:** Carlla wants to buy one that records and that can be moved around within the park because someone has been vandalizing the men's satellite bath and stealing supplies overnight 4-5 times a week. It's also happening now at the main bath. (The existing camera in front doesn't cover the back entrance.) Motion by Scott, 2<sup>nd</sup> by Donna to allow the POM to purchase a recording trail camera to move around the park as needed. Cost limit \$300. Passed unanimously.

#### **GOOD OF THE ORDER:**

Motion by Scott, 2<sup>nd</sup> by Diana, to **transfer \$ 9,800 from Reserve to Operations** for new sewer line on Outer Drive. Passed unanimously.

A **Greenbelt violation waiver request** was submitted by Harold Schmeltzer, lot 251, due to recent hospitalization. The Board will not waive the initial fine since his original intention was to cut his greenbelt excessively. Ongoing \$25 fines to be referred to the Greenbelt Committee which will make a recommendation to the board.

Glenn Singley passed out a CV map noting the **lots that we have surveys in file for**. There are 20.

Ted Hocker wants permission from the board to put no trespassing signs on his property, since the Police had told Carlla they couldn't do anything about people parking on lot 20 without a sign posted. Carlla explained that if someone broke into a home the police could act without a sign being posted, so a no trespassing sign was not needed on individual lots. No motion was made.

Moved to Executive Session at 1:14pm.

Adjourned Executive Session at 1:30pm.

Meeting adjourned at 1:30pm.