



## ERPOA Board Meeting 3/4/18

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### **Attendance**

Board: Rolando Flores, Mark Horne, Cor Tadema (w/ Proxy from Jan also)

ACC: Michele Klebauskas, Leilani Plendl, Haley Williams, Beth Morrow

LS Mgmt: Simone Justesen (phone in)

Regrets: Jan Wright, Ron Hender

At 7:00 pm, the meeting was called to order with a quorum declared by Mark Horne.

### **Current Leasing Situation Review**

#### **Existing Approved Leases**

The Board and ACC reached consensus on the following policies regarding Existing Approved Leases:

- For people who currently have approved leasing permits, the board intends to renew the permits, unless a particular homeowner is out of covenant. If a homeowner is sent a third letter and fined, the lease permit will automatically not be renewed.
- If a lease-permitted home is sold, the leasing permit will not transfer to the new homeowner. If a home is sold with an existing lease in effect and if the lessee occupies the home at time of sale, ERPOA will honor the existing approved lease until it expires or until the lessee no longer occupies the home. The new homeowner must submit a lease permit request subject to Board approval. Approval for a leasing permit will be subject to Covenant limitations, which may result in the new homeowner being placed on a waiting list.
- Hardship cases are limited to one year in length.

- If an owner fails to re-lease a vacant home within 90 days, the lease permit will be revoked (according to covenants).
- There are currently eighteen (18) lease-permitted homes in Eagle Ridge. The board will diminish the number to the allowed fifteen (15) homes, plus hardships, through natural attrition (as specified above). No new lease permit will be approved until the number of approved leases reaches fourteen (14).

### **Leasing situations without approved permits**

The Board and ACC reached consensus on the following policies regarding extant leasing situations without approved leasing permits:

- Any unapproved existing lease that expires before August 1, 2018 shall not be extended by the homeowner beyond August 1, 2018.
- Any existing lease with terms that extend past August 1, 2018 will be honored to term but the homeowner shall not renew the lease.
- No unapproved leasing will be allowed beyond December 31, 2019.
- The above temporary conditions apply unless other covenant violations result in a homeowner being fined in which case the board reserves the right to disallow the unpermitted leasing situation to continue to term.
- Any homeowner may apply for a permit and then be subject to Covenant limitations and conditions, which may include placement on a waiting list.

### **List of un-permitted lessors**

An additional list of names from tax records review shows we may have another set of leases in effect.

- Simone to send letter #1 to establish what the status is for the folks on the tax review list.
- See also updated action item list.

### **Violation Fine**

The Board / ACC reached a consensus on the following fines to commence upon the sending of the third certified letter of any specific violation:

- \$25 / day for mowing, trash, etc.
- Lease violation \$100/wk.
- We are able to waive the fines on a case-by-case basis if we choose to do so once the homeowner returns to a state of compliance.
- Fines allow ERPOA help in small claims court or post lien if a situation warrants.

## **Do We Charge Leasing Permit Fees**

Rolo submitted that a Leasing Permit Fee is Tax Deductible. Renting a home has value and thus a Leasing Permit has value. The Board and ACC reached a consensus on the following permit fee and language:

- The Leasing Permit Fee will be \$150.00.
- A Permit Fee will apply to both permit renewals and first-time permits.
- Fees will only be assessed upon approval of a Leasing Permit.
- The form will be modified to include lessor agreement to pay the Leasing Permit Fee, if approved.
- Fees will not be assessed retroactively.

Action: Mark draft a resolution to allow a leasing permit fee to take effect. Obtain necessary board member signatures, post to web, send to Simone.

## **Action Item Progress Review**

See accompanying action item tracker. Please respond with additional updates.

Michele to make suggested adjustments to the Leasing Permit documents.

Van/Truck parking violations: Board / ACC to be on the watch for trucks / vans in violation of the covenants. Please notify LS Mgmt promptly.

## **Adjournment**

After a question for any further issues or points to discuss, none were suggested.

Motion to adjourn by Leilani , seconded by Haley. All concurred.

Meeting adjourned at 9:15 pm.