

Approved

**HOLLY FOREST ASSOCIATION
BOARD OF DIRECTORS' BOARD MEETING**

**Sapphire Valley Community Center
Riverside Room/Zoom Teleconference**

May 16, 2023

4:00 p.m.

CALL TO ORDER

Don Terrill called the Board Meeting to order at 4:00 p.m.

ATTENDANCE

Board of Directors: Don Terrill, John Hill, Michael Davidson, Richard Zacher, and Melissa McKinnon.

Absent: Thomas Taulbee

Present from Capital Vacations: Jennifer Gainey, General Manager; and Audrey Cottrell, Assistant General Manager.

ECC: Christa Pankey

APPROVAL OF MINUTES

April 18, 2023 Board Meeting

The minutes of the April 18, 2023 Board Meeting were presented for review and approval.

A motion was made by John Hill and seconded by Michael Davidson to approve the minutes of the April 18, 2023 Board Meeting as amended. All were in favor and the Motion carried unanimously.

ECC REPORT

Christa Pankey provided an update on the new construction and remodeling projects taking place.

Discussion ensued on a property owner removing a tree and whether they had the proper permit to do so. The owner had not paid the required fees. It was the Board's decision to inform the owner they are required to pay the fees and, in the future, the proper permit will be required.

Upon a motion by Don Terrill and seconded by Melissa McKinnon, the Board moved to have the owner pay \$250.00 for the permit and road impact fee. All in favor, motion carried unanimously.

FINANCIAL REPORT

Mr. Hill reports that as of March the dues collection rate was 93%, comparable to the same time last year. To date, \$18,000 in delinquent fees have been collected.

Discussion ensued on the paving, ditch and culvert recommendations sent by Marva Jennings, and the bids to complete the project.

Upon a motion by Melissa McKinnon and seconded by Michael Davidson, the Board approved moving forward recommendations as presented: a culvert replacement on Gold Creek for \$38,580.00, with ditch work for \$81,679.00. All in favor, motion carried unanimously.

OLD BUSINESS

Action Item List

Jennifer Gainey provided an update on items from the Action List. One action item was for Jennifer to consult with legal about whether Holly Forest can restrict rental .properties from having firepits. Attorney Craig Justus prepared a policy for the Board to consider and implement.

Upon a motion by Michael Davidson and seconded by John Hill the Board approved the Short-Term Rental No Burn policy as presented. Vote taken; motion carried 4:1.

NEW BUSINESS

Variance Request – 800 Buckberry Dr.

The Board was provided with a request for building a single car, detached garage partially on the back setback of 800 Buckberry Drive. The owner’s reason for the request is the land is very steep and there is a large ravine on the right side of the driveway, making it impossible to build a garage to the right of the driveway. The only partially level land is near the dwelling at the top.

Upon a motion by Michael Davidson and seconded by Richard Zacher, the Board approved the variance request to build the garage. All in favor, motion carried unanimously.

Red Bud Ct. Complaint

A homeowner from Red Bud Ct. wrote to the Board voicing his concerns over tenants of a rental property not properly disposing of their trash and as a result attracting bears. They are requesting the current covenants be strengthened and enforced. Don Terrill will work with Jennifer on revising the current policy.

Executive Session

Don Terrill motioned to adjourn Regular Session at 4:50 p.m. and go into Executive Session. All were in favor and the Motion carried unanimously.

Upon coming out of Executive Session the Board moved to appoint Scott Bebout to fill the vacant Board Seat. The term will expire in 2024.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned.