

**Tree, Brush, Noxious Weeds and Vegetation Committee Minutes
September 14, 2018**

Call to Order: 1:00

Present: Peggy Olds (Chairperson), Annette de Leest (Trustee), Laura Frazier (Compliance Officer/Business Manager), Karen Pachman (Secretary), Diane Mangels, Larry Raymer

Introduction and Welcome: Peggy welcomed all Committee members.

Old Business:

- **August 2018 Minutes:** The draft August 2018 minutes were circulated by e-mail for correction. The committee give unanimous approval of the revised minutes. They will be submitted to the Board of Trustees (BOT) at their next meeting. It was discussed that the draft committee minutes should not be circulated to non-committee members until the minutes are finalized to assure corrections can be made as appropriate by those present at the meeting and the BOT approves. ***All agreed.***
- **Complaint Resolution Flowchart Update:** The Tree/Brush Complaint Resolution Flowchart was revised by Peggy and Laura per last month's discussion. A box was added to the flowchart to reflect the new BOT policy regarding attorney referrals on all no- action complaints after two years. Laura also added a second notification box (before the warning letter) to handle notifications for returned certified letters. ***Laura and Peggy will fine tune the chart for a final review per the committee's recommendations.***
- **Education Programs:** Valerie Harrison (not present today) brought the idea of a Surfside Garden Tour to the Community Relations Committee (CRC) per Annette (Trustee, CRC). The CRC thought the idea was great and were happy to support the Tree Committee sponsoring the event. The CRC recommended June 29, 2019 for the tour, so as to not interfere with the other Surfside events. Committee discussed several details; ***Annette, Peggy and Valerie will work up a detailed plan for discussion at next Tree meeting.***
- **Other Old Business:** Complaint #5014-Seabreeze Lake. Larry is managing this complaint on Surfside property via the Land and Buildings Committee. He is seeking quotes for an updated legal survey of the entire lake, and is putting together a plan for all Surfside properties, of which this is one. Laura reminded him that the 2019 Budget will be submitted to the BOT soon, so cost estimates for the work need to be submitted to the Budget committee. ***Larry will submit a budget for the work ASAP.***

New business:

- **Tree Report/Discussion:** Laura presented her report for September 2018. Five (5) new complaints were added to the existing twenty-three (23) complaints and five (5) were closed. At the end of September 2018, we have twenty-three (23) outstanding complaints. See attached report from Laura. Legal action was filed on a third long-standing complaint (# 4674) this month (outstanding since 5/2/2016).

Laura reported that she has revised the member notification letter regarding a tree complaint to add information about the new Pacific County Critical Area Resource Lands (CARL) rules and a homeowner's responsibility regarding permits. Diane suggested this reminder would be a good thing for the Architectural Committee too. Laura also suggested that it could be added to the check list given to each member when asking to build on property. ***Laura will follow up on those changes.***

After research Laura shared that complaint #5035 has been dismissed due to a variance the property owners received in 2005. The variance only applies to this lot in Surfside. The property is up for sale and the variance be terminated upon sale of the property. ***Laura will flag this variance termination for future reference in her records.***

- **Member Contacts:** Laura received a call from a member wanting help identifying an over-height tree on property. Diane reported that she received positive comments from a member about the trimmed trees in her area.

Other New Business: None

Meeting adjourned at 2:35

Next Meeting: October 19, 2018 at 1:00 Surfside Board Room, HOA office

KP/PO