

Board Meeting Minutes

06/20/17, 6:00pm

Meeting called to order at 6:06 p.m.

- Board members in attendance: Jamie Eggink, Mike Durgan, John Purtell
- Members absent: Jen Enfield, Rick Pisani
- Guests: Brian Kreider; Joel Lee, Metro Engineering

Action Items

The Board procured a professional engineer to provide a 3rd party review of the draft reserve study, which was prepared by Criterium Engineering. Following the engineer's presentation, the Board consensus is to follow engineer's recommendations (see below)

Reserve Study:

1. Revised Narrative (JSE) – The revision explains what a public utility district (PUD) is and what it means; also explains the nature of the four private driveways in the neighborhood ("Upper Jordan Access", "Anton Court Driveway", Upper W Bolan and Lower W Bolan); the revision explains the HOA's responsibilities with respect to PUDs and private driveways and the lot owner responsibilities of the PUDs and driveways (lots situated within PUDs and/or lots served by private driveways)
2. The draft Reserve Study must be revised to:
 - a. include developer lots (per the CC&Rs). Total lot count = 139
 - b. include the private driveway off Anton Lane (serves 6 lots)
 - c. include a short explanation of why the reserve study was prepared and why it is necessary (answer the "why" question).

Joel Lee, Metro Engineering

1. Lee advised separate reserve financials for PUD-owned streets (private streets) and private driveways due to their fundamental difference - the private streets and driveways are not "apples to apples", and thus the reserves for them should be separated in order to achieve a fair financial arrangement for lots situated on each type of roadway. Lee explained that when constructed, the PUD streets were engineered and also inspected and approved by the City, similar to public roadways; in contrast, the private driveways were not engineered, nor subject to inspection or approval by the City; the driveways are more rudimentary, consisting of asphalt with no curbing or sidewalk. Some appear to have been poorly constructed, lacking adequate sub-base before asphalt was poured.
2. Lee recommends that the maintenance plan for the PUD streets be revised; chip seal isn't a typical protocol to maintain roadways like the PUD roads.
3. The reserve study includes storm drain grates and catch basins; Lee said those are a City responsibility because the facilities they serve are public facilities on public roadways.

Committee Updates:

3. ***Landscape:***
 - a. Hydroseeding and weed control: M&M can safely spray and weed-whack hydroseeded areas first week in July; couldn't do it sooner because it would have

compromised the hydroseeding done in April (can't do weed control for 3 months following hydroseeding).

b. Loan for Irrigation for Map #4:

Before voting to move forward we need more information; specifically:

1. The finance committee needs to examine HOA financials and determine whether we can accomplish the needed improvements within the current operating budget
2. We need to receive the revised financials once we receive the final, revised reserve study

*It was agreed that finishing this common area is a high priority, as no less than 24 homes have view of the area and its current state is quite poor.

New Business

1. **Owner feedback, communication, concerns**

- a. Phone-call about Bolan driveway maintenance needed – *Mike in charge of "private street and driveway maintenance" project. WEB to seek quotes*
- b. Concerns that hydroseeding didn't work – *The hydroseeding that was done in April 2017 is the first part of a more long-term solution to the unfinished common areas and private homes' hillsides. The seeding consists of native grasses, which need to be sprayed in the Spring for two to three consecutive years before the areas appear aesthetically improved and before the grasses are established enough to begin to choke out weeds for natural weed control. It's a long process, similar to how swales/areas adjacent to highways are handled/look. The areas sprayed in April 2017 need to be sprayed again in Spring 2018. It's important to note that 3 full months must pass before the areas can be sprayed with chemicals to kill weeds and before weeds can be trimmed; Using chemicals and trimming prior to that would destroy the newly seeded investment.*
- c. Developer dumping – *WEB contacted the City about the problem; unfortunately, there is no ordinance or other rule that permits a developer or other vacant lot owner from dumping and also allowing colleagues, other builders, or hired subcontractors to dump on his vacant property. We expect this will be an on-going problem.*

Old Business

1. **Maintenance:**

- a. WEB installed 2 more dog stations in May 2017 (Lincoln/Willapa); Bolan
- b. Catch basin cleanout is a City responsibility, not HOA
- c. Footing drains and/or roof drains for/from private residences, thus, not HOA responsibility

2. **Private Driveway Sign:** Sign installed on the private driveway referred to as Upper Jordan Access

Meeting Adjourned at 8:24 p.m.