

**Barrington Heights Association of Homeowners
Meeting Minutes – Board of Directors
April 8, 2009
West Linn Adult Community Center**

Present: Margaret Juarez, Brad Arms, Surja Tjahaja, Johann Olivier, Bob Jester, Sue Jones (2030), Cami Pierson, Don Leek, Bill Hupfer and Glen Clapshaw. In addition, Wes Finchum from NWCM & Paul Molisani, backflow testing specialist of PM Backflow, attended.

Meeting Called to Order: 1900, by Margaret Juarez, Chairperson.

Approval of Previous Meeting Minutes, February 11, 2009: Approved unanimously with a request to NWCM that the Minutes should not be posted until approved by the Board.

Homeowner's Forum:

Glen Clapshaw raised a number of concerns about NWCM:

- the inability to contact anyone at NWCM via telephone;
- the slow response to repairing the mail box, and the lack of communication about the situation;
- the viability of NWCM as a going concern, with specific reference to the safety of neighborhood funds. In response, Brad said that he would review the current value of the Fidelity Bond & potentially have the face amount increased. Wes will determine what NWCM can do to verify their financial stability.

Don Leek raised concern about the state of disrepair of the Radcliff Ct property, as well as the lack of common area care. Margaret Juarez, Chairperson, explained the former contractor had not met their commitments in terms of the contract termination, which meant there was a month before 7Dees took over the landscaping duties. In addition, due to their inexperience with Barrington Heights, some overlooked areas would be remedied the following week.

- Bill Webber request to replace trees: city arborist responded with a selection of 5 choices with better growth habit.
- Owner of 3545 Riverknoll Drive requested a waiver for replacing 2 trees; Board voted to decline to grant waiver-pending recommendation of a professional arborist. If the professional finds the planting of trees not feasible, homeowner must make a further presentation seeking relief due to a 'unique condition'.

Homeowner Hearings: none

Committee Reports:

1. **ARC:** In depth discussion with Cami Pierson re her request to have utilities moved and to remove circular seating area monument. Moving of utilities not within Board purview. Ms Pierson to have Comcast call NWCM to discuss & determine FCC oversight &/or response to relocation of utilities. Due to time constraints, the Board will call a special meeting before the end of the month to discuss the full merits & neighborhood impact of the removal of the monument on Ms Pierson's property.
2. **Holiday Decorations- Brad:** No update
3. **Landscape-Sue:** Entrance island completed, with further bulb planting plans. Send comments/recommendations to Sue, please. In addition, bid in for bringing utilities to monuments on Norfolk & Sussex; will cost \$600 to \$1000 per monument. Brad quizzed Sue on

Committee Reports...Cont...

the status of the landscape budget & recommended that they meet separately to discuss. He added that it seemed within the budget to do tree removal & add sprinklers where required.

4. **BHTNA (neighborhood association):** It was mentioned that the city would maintain an email list at no charge. At next Board Meeting, request that Kristen, city representative, address the Board.
5. **Newsletter-Margaret:** None, due to universal apathy; further investigate possibility of e-letter.
6. **Social:** None planned.

Financial Report – Brad Arms:

- **Accounting Results:** Brad presented results through February. On budget.
- **Reserves:** Due to a number of CDs coming due for \$101k, Brad recommended that \$80k of that be placed in a 1 year CD with an interest rate of 2.15%, with \$21k going into a money market account as an accessible cash reserve. Motion by Brad to execute; second Margaret; so moved. Recommended an on-site
- Reserve Study by NWCM in 2009; request to incorporate Brad's notes in the Reserve Study. In addition, a request that Radcliff Ct be assessed as a fiscally solvent, independent unit. Motion by Margaret; second Johann; so moved.
- In addition, Barrington Heights' streetlights have become the city's responsibility, freeing up the streetlight reserve of \$58k, which is to be reallocated; 'how' yet to be determined.
- **Collection Report & Assessment Billing Update:** Reviewed by Brad Arms. On track & compares favorably with 2008. It is estimated that there will be 10 to 15 non-paying homeowners in 2009.
- **Insurance 2009:** Liability insurance increased to \$2mm. Additional requests out to underwriters for quote. No dissatisfaction with our carrier, just testing the market. Test was 'inconclusive': one vendor refused to bid; the other was very pricey (due to 'ongoing construction of the new phase in Barrington.) Review again at later date.
- **Tax Return 2008-Anthony Matson, CPA.**
- **Financial Review-Schwindt & Co.**

Management Report – Wes:

- **Action Items:** Margaret to sign 7Dees contract for yard maintenance of the Radcliff Ct home.
- **Site Review Report:** No document prepared, but a verbal overview by Wes indicated that the neighborhood was 'in good shape', with a handful of small violations that were not pursued.
- **Additional Requests:** Notify Jeff Parker and Nouri that the vacant lots need to be cleaned up.

Old Business:

Amendment to CC&Rs (Phase 2, 3 & 9):

- Phase 1 completed.
- Phase 2 has 39 homes; 25 votes have been received, 9 have yet to respond, 75% approval required to pass.
- Phase 3 amendment document has been sent back to the attorney for redrafting to correct the 'minimum size' clause. In the interest of focusing on Phase 9, which has a current request and champion (Garry Powell), Margaret moved that the Phase 3 amendment be tabled. Brad seconded. So moved.

Old Business...Cont...

- Phase 9. Due to the pending request, the decision has been made to initiate of Phase 9 and send out notification. So moved by Brad. Second by Surja. So passed.

Landscape Lighting/Electrical Update:

- **Carriage Lights/Landscape Lights** – All carriage light bulbs replaced on Salamo. Gerard looked at other monuments and replaced the light bulbs where the fixture is working. At this time, the focus should be on the landscaping. Later, focus on lighting.
- **Barrington & Beacon Hill** – Lights removed. 4 landscape lights working. Original cost estimate at \$12k, however actual will be \$1k. (There will be NO Xmas lights here.)

Neighborhood Email Collection: Ongoing, Monte expects to complete by June 30. See *Committee Reports*, S 4 (above).

Street Tree Replacement Plan: Received an update listing a choice of 5 trees recommended by the city.

Margaret requested that we continue to develop a relationship with the city.

Riverknoll Trees – Where trees have been cut back to the trunk, there will be no city enforcement this year per Wes. NWCM to write a letter to the home owners informing home owners that they are in violation of the CC&Rs and city code. At least 3 other homes have removed trees, to be notified that these must be replaced using one of the 5 city recommended trees.

New Business: Eliminated due to time constraints.

Executive Session: Eliminated due to time constraints

Next Meeting: TBD when, during the month of April, the Board will meet to complete its business.

Next scheduled meeting June 10, 2009 at West Linn Adult Community Center

Adjournment: Due to late hour and the need for a second Board meeting later in the month, Margaret moved to adjourn even though the Meeting Agenda had not been completed. Seconded by Johann. So moved. Meeting adjourned at 2210.