

Barrington Heights Association of Homeowners

Meeting Minutes – Board of Directors

June 10, 2009

Present: Margaret Juarez, Brad Arms, Surja Tjahaja, Bob Jester, Johann Olivier, Sue Jones, Wes Finchum, Bill Hupfer (1945).

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

Approval of Previous Meeting Minutes, April 8, 2009: Margaret moved, Brad second, approved unanimously.

Homeowners' Forum: At the previous meeting, the board declined to grant a waiver for replacing 2 street trees the City removed-pending the recommendation of a Board Certified Master Arborist. In response, Mr. Weber presented an independent inspection report that states the parking strip to the right or east of the driveway is too narrow to accommodate a small growing species. Further, it states planting a tree to the left does not present the same problem and a Kousa Dogwood is recommended which was one of the trees on the list of recommendations received from the City. As a result, of this new information, a motion was made and passed, requiring Mr. Weber to replace only one tree in front of his house. Additionally, he stated the City has requested the tree be planted in the winter for the best results. Margaret will contact the resident to confirm the outcome.

Sue Jones spoke for Barbie Lopez, on Wellington Pl: the city removed a tree from the front of her home due to storm damage. She received a letter to replace the tree, but the letter had no advice about which type of tree.

The City recognized the narrow parkways were a problem and now suggest trees with smaller growth habits that include Amur maple 'flame', Hedge maple, Redbud, Kousa Dogwood, and Japanese Snowbell. Wes to send follow up letter to include designated tree choices. The designation will always accompany future 'tree' letters. (Margaret Juarez discussed the removal of a tree in front of her residence; this was done without notification or reference; Sam Foxworthy to follow up on procedure.)

Homeowners' Hearings: None

Financial Report – Brad Arms:

Accounting Results & Forecast: Currently on budget, 2009 net income projection at EOY w/o coll. is \$709; EOY operating cash balance est. at \$17,000 (without executing 2010 landscaping projects in 2009). NWCM instructed to w/o minor account balances on 264779,264796,264821.

Renewal of CD: Done, purchased an \$80,000 CD with cash reserves, confirmed 4/13/09.

Insurance Fidelity Bond: Increased to \$200,000 (\$1,000 deductible), eff. 07/01/09, to cover maximum assets held.

Reserve Study: Required annual update; requested on-site review with 2 studies: BH & Radcliffe Ct. Completed by NWCM. Adjustments required. No Reserve for streetlights included. Need to add back 3 lights for Radcliffe Ct and any lights on private streets not maintained by the City. The base of each 'city recognized' street light has an ID sticker with a number for identification. Added barkdust back into study with a 2 year replacement plan. Add in reserve for major repairs: sprinkler & electric infrastructure. With these changes, the Reserves are in good shape. Motions to approve the Reserve studies. BH (subject to additions): Margaret moved, second, Brad. Radcliffe Ct: Brad moved, second, Margaret.

For 2010, Brad recommended no change for Radcliffe Ct assessment to cover Reserve. This addresses the gate phone & gate power. Remains at \$320.

Maintenance Plan submitted by NWCM. Motion to accept: Brad moved, second, Surja.

Assessment Billing Update: Collections at 94%, slightly ahead of 2008 at the same time; anticipating 5 to 7 unpaid assessments in 2009.

2010 Preliminary Budget: NWCM needs to receive further instruction from Brad. Projects for 2010 reviewed. NWCM will prepare budget, anticipate no change in assessment: \$500.

Management Report – Wes:

Action Items: Allotted NWCM time for BH. Wes feels that the time required is not met by the time allotted (8.5hrs). He described how BH had originally budgeted for 17hrs.

Brad suggested & a discussion followed about the possibility of the Board hiring someone in a PT capacity to help with general administration.

Site review Report: Everything in good order.

Key issue remains compliance with requisite number of street trees in front of residences. Nine lots do not meet the requirements of the CC&Rs. NWCM will send letters to each homeowner asking them to have the trees installed no later than 07/31. The letter to include a list of trees recommended by the town.

2743 Beacon Hill Drive has an outhouse & no known ARC request. Letter to be sent asking for clarification.

Letters to be sent to Parker Development re mowing of lots owned by the aforementioned.

Old Business:

Amendment to CC&Rs: Phase 2. 30 signatures collected: sufficient to pass amendment.

Phase 9: a mere 7 out of 27 signatures garnered; Brad & Gary Powell to continue the work.

Board Manual: Purpose to orient new Board members & Members of Management, to improve continuity of knowledge.

Landscape Lighting/Electrical Update: Barrington & Beacon Hill lights out; Brad reset GFI.

The GFI is non-functional at Riverknoll & Barrington.

Neighborhood Email Collection: No update from Monte.

Radcliffe Ct Gate: Have received & accepted the bid to replace the 2 motors that drive the gate. Motion to approve by Brad, second: Margaret, all in favor.

Committee Reports:

ARC: Request by 3844 Fairhaven to plant tree: approved.

Request to replace patio with like materials. Not an ARC issue or violation if it is like-for-like.

Holiday Decorations: Early discussion re direction of Holiday landscaping, with specific reference to lighting, which will affect the Board's fall decisions & 2010 Budget. Biggest challenges: lighting infrastructure is fraying & wiring left in trees is abraded, causing multiple 'trips' in a wet environment.

Committee Reports...Cont...

Brad reviewed various options. Board accepted purchase of new LED lights for 3 Salamo trees, exclude tree at Barrington & Riverknoll. The lights will be left in the trees for 3 seasons (notwithstanding prior issues with abrasion; LED wires are much more abrasion resistant)

A recommendation that the lights be taken down annually, was overruled in a straight vote, 3 to 2.

Landscaping Committee: Approve & ratify changes to Landscaping Budget.

1. Landscape/sprinkler project: \$3822. Motion by Brad, seconded by Margaret.
2. Sprinkler repair & improvement: \$3818. Motion by Brad, Margaret second.
3. Brad: With these motions accelerating costs into 2009, Landscaping & Sprinkler budget for 2010 becomes very affordable.
4. Lighting discussion is tabled at this time.
5. Sue Jones presented \$13k additional spending in 2010.
Brad recommended that some of these items & expenses (approx. \$5,380) be moved to 2009. Complete ½ the items in the current fiscal year. So moved by Bob, second by Surja.
6. Vacant lot on Barrington off Salamo has obtrusive weeds and requires attention. Wes: owner will cover 2 mowings per annum; however, additional mowings are required during the growth periods depending on the weather. Per the Board's instruction, NWCM will send a letter to the owner when mowing is required. NWCM will contact Clem's Tractor, or like service, to perform the service. The owner will be dunned for reimbursement. Moved by Margaret, Brad second.

BHTNA (neighborhood association): Bob raised the issue of the pending construction of the ODOT Solar Highway and the West Linn Parks & Rec. Interpretive Center, and the Salamo access/egress. The traffic egress is a right turn only into Salamo, with the first logical turnaround being Barrington Heights. Could potentially cause a huge traffic snarl at the neighborhood entrance.

Social: None.

New Business: Newsletter: To be revived/issued August 1, with contributors; contributors to have their pieces completed by mid-July. Second newsletter prep. In October.

- Bob: Solar Highway/Interpretative Center
- Brad: Financials/Projects
- Sue: Landscaping

Executive Session: Held

Next Meeting: Board of Director's Meeting Wednesday, August 12, 2009.

Adjournment: Meeting adjourned at 2225.