

**Barrington Heights Association of Homeowners
Meeting Minutes / Board of Directors
October 14, 2009**

Present: Margaret Juarez, Brad Arms, Surja Tjahaja, Wes Finchum, Bob Jester (arrived 6:10), Sue Jones and Mike Vossen (arrived 7:10)

Call to Order at 5:45 pm by Margaret Juarez

Approval of Meeting Minutes August 12, 2009:

Brad sought correction on the minutes in the last paragraph of the first page should state: "Decision was made to establish an ad hoc committee to look into the project and provide information to homeowners." With the correction motion to approve by Brad, second by Surja, approved unanimously.

Committee Reports:

ARC: A home on Riverknoll Way replaced their roof; Wes will follow-up that the necessary paperwork was completed.

Holiday Decorations: Brad is working with Phyllis Tanner and A Light Up Company to achieve the requisite result. He did a demo of the new lights v. the old lights and found the new lights to be agreeable with 2.4 w/string of 25 v. 18 w/string of 50, plus the new lights have a 3 year guarantee and did not heat up after 3 hours on.

Landscape: Sue (upon arrival) reported working well with 7 Dees, winter pansies have been planted, requested another \$200 to add additional "pop" of color, agreed Sue will order \$200 additional "bold" color.

BHTNA (neighborhood association): Margaret reported assoc has been more active, new officers elected. Bob stated he did not think we needed additional trails when we have such a great sidewalk system. Concern about continued maintenance of solar hwy trail system expressed as well as destruction to wildlife habitat and access by wildlife. Furthermore, Bob stated crime may be an issue, in his old neighborhood, a Willamette River Access trail was installed and the police should have crime figures for the time before the trail was installed to compare with after the installation (Tualatin River Wetland Path).

Newsletter: Margaret completed October 2009 newsletter and had it printed and stapled by Kinko's with expenses submitted for reimbursement. Sue said she thought the newsletter was well done, important and would like to see it on a bi-monthly basis. Copies were delivered to Wes for distribution with a cover letter and 2010 budget.

Financial Report:

Monthly Financial Statement Review: Brad stated that "overall we were on track". A credit had been received from 7Dees for backflow testing which will be applied when the next payment is made. Also, PGE issued a refund, see below.

PGE Credit: received because PGE continued to bill under the former flat-rate arrangement in addition to the billing based on the new meter installed in November 2008, resulting in a duplicate charge.

Distribute 2008 Financial Review: Brad distributed copies of the 2008 financial review report as prepared by Schwindt & Co.

Distribute Approved Budget: Brad stated the revisions to the budget had been completed by NWCM, it was ready to mail with the new slightly revised cover letter and October newsletter.

Direction to NWCM on Assessment Billing: Discussion regarding the 2010 assessment statements resulted in a decision that NWCM would mail the statements on November 25, 2009, including phase 11 lots sold (3), and phase 9. Phase 9 additional assessment would be

included on the statement. Due date would reflect January 1, 2010 with past due if after January 31, 2019. Brad asked Wes to check for homeowner updates prior and have a \$100 credit reflected for residents that supply electricity and/or water to common area plantings. Sue will send a list of homeowners known to pay monument water and electric. Wes will send PDF of statements to Brad for approval prior to mailing.

Insurance Fidelity Bond: Wes is working with Marie @ NWCM. Brad stated it does not make sense to protect us from ourselves when we do not have access to any money and because our association has no employees, we are not required to carry a fidelity bond on BHAOH. NWCM required by contract to be bonded and insured. Since 2006, BHAOH has incurred cost of roughly \$400 annually that may be avoidable. Wes will determine if this was a dual coverage or a reallocation of NWCM expense. Wes will research and report

Collection Report & Payment Reconciliation: Brad stated for 2009 5 have not paid and 2 additional are on a payment plan. Brad asked Wes to contact phase 11 for an update and to proceed with standard collection process if payments are not forthcoming.

Status of 1835 Radcliffe Remediation: Brad (?)

NWCM Proposal/2010 Contract: Wes requested new contract to reflect new number of homeowners, tabled pending review by directors.

Management Report:

Action Items: Wes reviewed section 4 (pg 6-7) of board packet.

Site Review Report: Wes requested an opportunity to complete a site review on foot utilizing two hours of management time.

Old Business:

Amendment CC&R's (Phase 6): To date only 6 ballots have been received, Margaret recommended the date to comply be extended to October 31, 2009. All in agreement.

Common Area Adjustments: Landscape issues still exist in areas with monuments and no water. Plus, when water is supplied by a homeowner sometimes it is not reliable. Brad recommended we obtain estimates to have association water installed at all monuments. Margaret requested beginning with the Wellington Place and Fairhaven Dr monuments that require attention.

Imperial Water Feature Repairs: Wes and Brad met with Showplace this morning; a bid has yet to be received. Discussion regarding visibility of water feature, from vehicle, due to existing sign and plantings. Brad will prepare a letter to phase 8 and 9 homeowners requesting input on the island, giving three options (1) Repair to original form replacing only barrel (2) Replace barrel and add three bubbling pillars of varying heights for added interest (3) Remove water feature and add additional plant material. Surja stated we should inform residents that we should not have a water feature under trees and foliage and that this could present an ongoing problem like the former water feature at the Salamo entrance that was removed due to persistent problems.

Landscaping Lighting/Electrical Update: Brad reported he has been working with MPD to solve the majority of the electrical issues. (1) fix 120v electrical, (2) fix Salamo and Sussex, Norfolk and Fairhaven, (3) Intermittent problem Barrington @ Beacon Hill 120v circuit GFCI problem, planning to change to 12v system only 120v there and Imperial also change fuse from delayed fuse to 15 amp instant fuse, leave one 120v for possible LED holiday lights. He requested Wes handle the coordination of bulb replacement. Sue also asked she be informed of an approximate completion time when she reports a problem.

Neighborhood Email Collection Update: Margaret reported she included an item in the newsletter requesting homeowners supply an email address. Wes will provide a resident file reflecting homeowners, addresses, phone numbers and email addresses on hand.

New Business:

Identify Projects and priorities for 2010: To do – tabled until December meeting.

Vial-Fotheringham Law Form 10/24/2009: Surja and Johann attending, Wes has prepaid.

Homeowner Forum:

A homeowner reported he has been having ongoing problems with one of his neighbors. Bob will contact the Clackamas County Dispute Resolution Center and request community mediation services, that are provided free of charge. Bob stated homeowners are also having a problem with solicitation and speeding in his area. The city of West Linn is in charge of enforcement. Check with the city, if they issue day solicitation permits. Can an area be excluded from solicitation?

Homeowner Hearings:

Compliance Review: None scheduled.

Next Meeting:

Board of Directors Meeting Wednesday, December 9, 2009

Even with a timeline on the agenda the meeting still went over time. Wes stated he is willing to monitor time during the meeting and keep it on track by reminding speakers time is limited and we must move forward.

Adjournment: Meeting adjourned at 8:50 pm

Respectfully submitted: Margaret Juarez (in absence of Johann Olivier).