

## **Westwood Village Homeowners Association Board Meeting**

### **Meeting Minutes**

May 16, 2019

#### **Opening**

The regular meeting of the Westwood Village Homeowners Association Board Meeting was called to order at 1:00 PM on May 16, 2019 at the WVHA "Wreck Room" by President Kris Stanton.

#### **Present**

Board Members: Kris Stanton, Kam Majer, Bern Sheldon, Darlene Pfahl, Dan Cronen, Julie Menghini, Vickie Dolsby, Ellen DeAustin (by telephone)

Manager: Todd Orsi

Owners: Dave Oss, Pat Stevens, Shirley Howard, Rocky Seelbach, Rick Ellis and Lisa Bowman, Sam Howard, Tim Cochran, Harold Hegland, Marilyn Northern, Kristy Wessels (by telephone).

#### **Treasurer's Report**

Cash balance at end of April was \$220,462.

Cash balance on the day of the meeting, May 16, was \$219,319. Subsequently, we expect cash balance to decline throughout the year based on planned expenditures

2020 Budget- A discussion of expenditures for operations and for capital projects (major repairs and upgrades) this year shows an expected expenditure of at least \$94K for capital projects in 2019 (Eagle decks, crawl space moisture remediation, roof repairs, the pool). This expenditure, along with high expenses from 2018 (pool, Riverview siding) leaves the association with a projected cash balance of only \$128K exiting 2019.

2020 Dues- The board approved a proposal for monthly dues for 2020 to be presented to the owners for approval at the annual meeting:

FOR CONDOS: \$475 a month, which includes a special assessment of \$100 per month to cover 2020 capital expenses and to rebuild reserves.

FOR INDIVIDUAL HOMES: \$335 a month.

## **Manager's Report**

Marina: As previously reported, the A dock, excepting the new slip section, is in need of repair. Current planning estimates repair at \$30K, although it was suggested by an owner that the work could perhaps be done for much less. Full assessment will be done once marina is floating. The sundeck will be stripped and recoated soon, as part of the Eagle deck painting project.

Eagle: As previously noted, Eagle deck repair and painting is set to begin soon.

Pool: The improperly installed pool liner has been replaced and the pool has been filled. The lining carries a long-term warranty. Heating will begin May 20 with the expectation that it will be fully operational by the beginning of Memorial Day weekend. Todd's suggestion of installing a first aid kit in the bathroom by the pool was vetoed by the board as being unnecessary.

Roofs: Inspections of the flat roofs have been done by All Seasons Roofing. Some minor sealing was repaired on the Metaline units.

The Hamilton and Johnson units of Tyee (#3 and #4, 1505 and 1507 Westwood Dr.) show extensive damage to the roof underlayment. Complete replacement of both roofs was recommended, at a cost of approximately \$52K (All Seasons). Todd is awaiting presentation of a second bid.

Kayak racks: The racks by the barn have been redone and are in use. Please use the rack near the swim area to store paddleboards.

### **Old Business:**

Recycling: One comment was received from Mike Bannon. Mike expressed disappointment that recycling has been completely eliminated and suggested that the board consider recycling only aluminum cans, with the hope that this would be successful and lead to more recycling in the future. The board determined that, as previously discussed, recycling must be discontinued, completely.

Water rights: The permit to withdraw water from the lake has been successfully acquired. Pumping rates will need to be measured next spring. The conveyance of the actual Water Rights will occur after that.

Estoppels: On the advice of our attorney the wording of the estoppel document we use will not change. Where the document has space for a description a statement referencing an appendix will be written in. This appendix must contain all supporting documents including drawings, descriptions, permits etc.

Estoppels will be required to be submitted to the Westwood Village manager BEFORE work can begin. Upon completion of the project, the manager will verify the accuracy of the estoppel's appended descriptive documents and make (in cooperation with the unit owner) any changes necessary to accurately reflect the results of the work being done. The entire document will then be recorded to memorial the work as part of the property deed.

Mold remediation: The board agreed that the association will remediate "harmful" mold. Board president Kris Stanton will be developing policy language.

**New Business**: For the time being, the work of the Design Committee is being done by the HOA board.

Remodels:

Tim Cochran: Tim presented plans for a major remodel of his unit, Metaline #3 (1305 Westwood Lane). The board has been asked to approve conversion of 192 square feet of common area to limited common area, for use as patios. Plans for the patios remain to be approved by the board.

In addition, he proposes acquiring 192 square feet of common area for his sole use- the board approved a motion to approve his structural changes and to present the common area acquisition to the owners for approval at the annual meeting.

Rocky Seelbach: Rocky presented to the board a concept for a major addition to his unit, Metaline #6 (1311 Westwood Lane). He proposes converting approximately 200 square feet of common area to limited common for a patio, and approximately 880 square feet of common area to limited common for a carport to be shared with the adjacent unit of Marilyn Northern. He also proposes converting about 700 square feet of common area to sole use, which would require approval by the owners; no plans have been presented so the board has taken no action.

Banking: Darlene Pfahl signs checks in person weekly. As long as this function is performed in person it necessarily requires a permanent resident to do this. Dan Cronen suggested that for \$5.95 a month the association could have online check approval through our current bank, Columbia. It was noted that this would preclude the ability to review and validate charges before they are paid. The board tabled this suggestion.

Dan will terminate his work as treasurer due to the needs of his business. Bern Sheldon will develop the budget for 2020 in consultation with the board.

Watering: Harold Hegland noted that watering continued to be a problem last summer, with sprinklers running for days in the same location. He suggested

that we begin to improve our sprinkling system. The board took this under advisement and will monitor the success of our watering system this summer.

Ellis unit landscaping: The new owner of 1313 Westwood Lane requested clarification of ownership of the grounds behind their unit. It was verified to them that this is common area which obligates the association to maintain that area- blowing leaves, etc. They would like to have the appearance and utility of this area improved from the current gravel. This area was configured with gravel at construction completion. Other similar areas have historically been left to the owner to embellish. The board will entertain suggestions from the owner, however.

**Call for new board members- the association board will need to have several new members for the coming years. While the time commitment is minimal, it is very important that owners participate in decisions which must be made to help maintain the value of their properties and the quality of living we all enjoy. Please consider participating!**

**Next Meeting** is the annual meeting at the Westwood Village barn.

**Annual Meeting** will be Saturday July 6 at 8 AM. An **owners' reception** will occur at 5 PM on July 5. Appetizers and dessert will be provided by the association. Bring your own beverage.

### **Adjournment**

Meeting was adjourned at 3:20 PM by Kris Stanton, at which time the board entered executive session.

Minutes submitted by Bern Sheldon