

Westwood Village Homeowners Association  
Minutes of the Board of Directors Meeting  
January 20<sup>th</sup>, 2017

1. Don Wolfe called the meeting to order at 3pm. The following members attended:

Don Wolfe (President)	Dave Mudra (Vice President)
Darlene Pfahl (Treasurer)	Rocky Seelbach (Secretary)
John Hunter	Kam Majer
Pam Lawrence	

Absent: Vicki Dolsby

Also present: PayneWest Insurance representative Rob McWilliams, Manager Bill Wise, owners Dave Oss, Bern Sheldon, Cliff Lawrence, Mike Bannon, Mark Johnson, Sam Howard, and Charlie Parrish.

Correspondence from Kathi Head was considered in this meeting.

2. Minutes from the November 18<sup>th</sup> meeting were approved by the Board via email on November 24<sup>th</sup>.
3. Treasury Report

Darlene Pfahl reported the following balances, current as of today.

<b>Columbia Bank</b>	
Checking	44,546.66
Capital Reserve (Target balance \$85,000)	85,000.00
Insurance Reserve (Target balance \$20,000)	20,000.00
Special Assessment	79,653.79
<b>Total</b>	<b>\$ 229,200.45</b>

4. Design Committee Report
- a. A Metaline unit owner asked to put in shrubs between hers and the adjacent unit, instead of a privacy screen that was being considered.
  - b. Rocky and Kam are working on consolidating information into an update of the Design Committee Rules that will describe more of the related processes.
  - c. The decorative lights on the Eagle building's west side have been turned off to improve the view of the night sky. The same lights on the building's east side have been turned off for years.
  - d. A solar powered light is being tested along the parking lot at the Eastern units to improve the ability to see at night. The light brightens to full strength only when motion is detected, which helps extend battery life. Battery life depends on how much sun it receives.
  - e. An owner's raised flower bed in the Courts requires conversion of Common Area to Limited Common Area, and an Estoppel agreement.

## 5. Waterfront Committee Report

- a. Don provided an overview of the options that have been identified for repairs and improvements to the marina and waterfront. The west section is most in need of repair, and without replacement of anything could still be done for approximately \$10K.
- b. Don has scheduled a meeting of the committee for 3pm Wednesday, February 1<sup>st</sup> to develop recommendations to the Board.
- c. Information about the options, including illustrations of some of the improvements are available at [WestwoodVillage.us](http://WestwoodVillage.us) under the Waterfront Committee tab.

## 6. Manager's Report

- d. Bill described evidence of rot discovered where several small pieces of siding has come loose on a Northern unit. Some of the siding will be taken off to identify the extent of the rot.
- e. The original shake style siding on the Riverview building's west and south sides is failing. Re-siding the whole building is estimated at \$63K for vinyl, but the whole building doesn't need new siding. The Riverview owners would prefer to avoid vinyl because of its impact on the value of the units. Bill will get quotes for repairs to the south and west sides.
- f. Bill talked about the pool repairs that have been estimated and expressed concern over cracks in the concrete deck surrounding the pool that have gotten wider. He also described a bulge in the grass that appeared in late summer inside the pool area east of the concrete that is about a foot tall, 12 feet long and three feet wide. Bill is concerned about the pool's integrity and will be working on identifying the source of the problem.
- g. The pool filtration system has been a concern since this past summer when it wasn't keeping up, making it necessary to keep the pool closed for extended treatments. Bill is pricing the options, including changing from sand to diatomaceous based filters.
- h. Bill will schedule dry treatments for aquatic weed prevention on the waterfront and ponds this spring.

## 7. Rob McWilliams of PayneWest Insurance provided an overview and answered questions about our policies and coverage.

- a. Our premiums went up \$500 for renewal this year due to increasing the property value.
- b. A question about what appeared to be a low estimate of building replacement value led to a reminder that the Association is responsible for the building, but not the contents. If a building had to be rebuilt due to loss in a fire, this policy only replaces the building. The owner's policy is responsible for replacing everything within the building, including paint, kitchen cabinets, counters, appliances, bathroom fixtures, interior doors, trim, furniture, etc.
- c. The Association does not own the single family homes, so this policy does not provide property coverage for them.

- d. Rob said the rates shouldn't be affected by any of the waterfront improvements described by the Board, including a new dock and gazebo.
  - e. Kam noted that the pool and tennis courts are not listed for property coverage. Rob said that fire damage seemed unlikely, but a falling tree might crush a fence. With damage of that sort it would be unlikely we would file an insurance claim given the high deductible.
  - f. The policy does not provide coverage for cracks that might appear in the tennis courts or roads, which could be part of earthquake coverage as earth movement. Rob will provide a quote for the Board to consider.
8. Darlene reported there have been no further homeowner concerns logged since the last meeting.
9. Northland Cable Internet
- a. Rocky said the Northland contract for cable internet won't be started until the known issues are resolved.
  - b. Kathi Head wrote to report her Coyote unit hasn't had service since November and Northland has found issues with its taps underneath the cluster. Bill will help Northland gain access for repairs.
  - c. Rocky said that it was surprising that less than a dozen owners have reported persistent issues with cable TV or cable internet service to Bill. Owners are reminded to let Bill know if they want replacement wiring for cable TV/internet.
10. 2018 Budget
- a. Darlene provided copies of the draft budget she and PMI's Tom Curtiss have put together.
  - b. Sam Howard provided background on personnel costs and the annual wage increase of 3% that has been in place for many years.
  - c. Sam also reminded the Board of the one month discount we receive for paying Northland the full year in advance for cable TV.
  - d. The draft budget will be tuned over the next few months as capital repairs and projects are refined.
  - e. Marina slip rental rates for this season will remain the same as last year.
11. The next meeting of the Board is tentatively scheduled for 3pm Wednesday, February 15<sup>th</sup>.
12. The annual meeting of the Association will be held at 8am Saturday, July 1.
13. A reception is planned for the evening before the annual meeting. Volunteers are needed to organize. Contact a Board member for more information.
14. The Board went into executive session to discuss staffing requirements.
15. Adjourned at 5:35pm