

Westwood Village Homeowners Association  
Minutes of the Board of Directors Meeting  
January 4<sup>th</sup>, 2008

1. Mike called the meeting to order at 3:30pm with the following members present:

Mike Paukert (President)	Jerry Binder (Vice President)
Sam Howard (Treasurer)	Rocky Seelbach (Secretary)
John Hunter	Paul Kimmel
Don Wolfe	Holly Clements

Also present:

Bill Wise, Westwood manager  
Mike Bannon, resident

2. Mike moved for approval of the last meeting's minutes. Motion carried.
3. Sam provided the treasurer's report, as of December 31<sup>st</sup>, 2007.

Panhandle Checking	25,494.36	25,494.36
DA Davidson	13,025.50	
Capital Project Fund	5,304.51	
General Fund	<u>27,831.91</u>	
Insurance	46,161.92	<u>46,161.92</u>
		71,656.28
Total		

4. Committee Reports

Bylaws Committee: No report

Annual Planting Day:

- a. Jerry would like this to be renamed as clean-up day in order to reflect the plans going forward. Tentatively scheduled for the weekend before Memorial Day, details will be provided at the next meeting.

Design Committee:

- b. Jerry followed up with the costs associated with installing a pergola in the pool area. The costs appear to be higher than originally expected, with the materials (in kit form) running about \$3500 and another \$3500 for the vendor to install. The board discussed several alternatives, including designing and building something based on pictures and plans that are available online, and a simpler

alternative of pool side umbrellas. Several members of the board felt that shade at the pool is important and we could afford a range of solutions. Discussion to continue at the next meeting.

- c. Jerry would like to take action to prevent total failure of the railroad tie retaining wall in front of the Eagle units. One option is to remove the trees and the wall, and level the ground. However, the board recognizes opinions differ on the value of the trees involved. The trees could be saved, but at some expense. The wall will likely last several more years, but will continue to require more and more shoring up until replacement or removal.

Old Business:

5. Managers Report:

- a. Emergency repairs to the east and west staircases in the Eagle complex were completed. In the same effort, the drainage problems that had plagued the north side of the building were corrected by providing a path for water to run out to the south side and manifold out to the lawn.
- b. Emergency repairs to the Tyee roofs were completed in October.
- c. Paving of the Eastern and Eagle parking lots was complete, and the planting areas next to the Eastern garages will be done in the spring. Paul will discuss choices of plants with the other owners in the Eastern units and bring the plans to the Design Committee for approval.
- d. Extensive work on the Eagle unit retaining walls that included installation of the retaining wall blocks to replace the railroad ties, a tile finish at the top of the blocks, lawn reseeding and sprinkler installation are now complete.
- e. Bill explained that the approval process for using lake water to irrigate the large lawn area appears to be much more complicated than expected. Although we have been doing this from the start of Westwood, and believed we had all the appropriate approvals, we learned last year that we did not. We are registered with the City of Sandpoint, and Bill registered our use with the Idaho Department of Lands and received their approval. Thinking that was the end of it, Bill was surprised to receive a letter from the Army Corp of Engineers several weeks ago. The letter indicated their approval, contingent on whether the Environmental Protection Agency approves. The letter indicated that EPA should reply by January 20<sup>th</sup>, but we are obligated to follow up with them if notification is not received.
- f. Following up on the board's request to investigate putting a hogwire or other barrier between the Forest Park development and Westwood in a small area of marsh, Bill received a letter from the Bureau of Lands that denies our request to

do so. Jerry said the development's units have now all been sold, so we may have more success working with owners than the developer. Bill will install no trespassing signs.

6. Bill provided an overview of upcoming work, and things that need to be looked at for possible repair or improvement.
  - a. The Eastern unit Mansard roofs will be done in the spring, having been deferred from last fall when the vendor decided they couldn't meet our request to finish prior to the Labor Day holiday weekend.
  - b. There is approximately \$50,000 approved in the 2008 budget for paving. However, as we learned in the paving that was just finished, the budgeted amount probably won't be enough to do everything we wanted. The section of road we planned to do this year runs between the mail hut and Mathison Drive, near the barn, and includes trying to solve the drainage issue for the Tyee and Northern units caused by the road being higher than the parking areas. This may need to be done in two jobs, based on cost.
  - c. Bill expects the tennis courts will need repair again this spring and believes the reason for their needing continued repairs could be that the base for the courts is sand, just as the base for the road and parking lot pavement was found to be. A rock and gravel base is required to fully support the tennis court.
  - d. Another third of the marina pilings will be replaced this spring. A third of them were replaced last year, and the remaining third will be done next year.
  - e. Flat roofs on the Eastern, Coyote, Western and Eagle units will be inspected this spring. The Tyee units were just completed, and the Metaline units were done within the past few years.
  - f. Bill mentioned that the new units near Suzanne Court may need to be sided, and the barn and pump house may need siding or paint in the next year or two.
  - g. The swimming pool is developing signs of failure, though not imminent. It is about ten years old and starting to crack. Sam mentioned that the last pool developed cracks too, and we continued to use it for a long time, though it leaked. Bill had kept it patched as well as possible until replacement.
  - h. Bill also mentioned potential problems in the shoreline frapping, and small cracks in the regulating dams used in our ponds. Nothing that he has seen that should be an issue in the short term, but may require work in the next few years.

New Business:

7. Several of the board members had independently investigated options for internet service. Although the cable company offers internet service, our cable infrastructure is quite old and does not perform well as a carrier for internet. Jerry mentioned that he knew of a vendor that provides small satellite dishes that could be shared between several units. However, in spite of some reports of inferior service, the best option discussed appears to be DSL through the local phone company. Owners that are experiencing less than satisfactory service with DSL in Westwood are encouraged to press the issue with the phone company. Sam said he is quite satisfied with his service, and knows of others that are as well.
8. Our insurance policy is up for renewal. Sam has received an estimate from Western States for a policy for Westwood, to replace the policy we have now through Allstate. The insurance would be underwritten by Philadelphia and Travelers, and appears to be equal or better in coverage at a lower cost. Subject to further review by Sam and Mike, Sam moved that the board accept the policy offer. Motion carried.
9. Owners are reminded to provide their proof of insurance in January, as well as when renewed. It was evidence of Westwood's diligence on ensuring owners carry their own insurance that helped lower the cost of the policy.
10. Bill is making progress on building a list of units that have been modified and should already have, or need to have Estoppel agreements on file with their deeds. Mike asked Bill to focus on the units with recent modifications so we can ensure owners that performed the modifications have agreements in place.
11. As reported in previous minutes, Westwood requires an Estoppel agreement between an owner and the Association when an owner makes significant changes to their unit, such as;
  - a. Interior construction that needs a building permit, or affects load bearing walls.
  - b. Exterior changes that affect siding, roofing, doors or windows, including the addition of skylights.
  - c. Any exterior decking or pavers associated with the condo, regardless whether they are attached to the structure or not.
  - d. Water fountains that are built into a landscape feature.

The Association is only responsible for maintenance of the original structure. The Estoppel ensures the owner acknowledges their responsibility for maintenance to any additions or changes. The Estoppel must be filed and attached to the deed in order to be effective for future owners. Any questions about this can be directed to Bill, Virgil or a board member.

12. This past summer the maintenance staff discovered unauthorized use of a slip in the marina by people that were renting through a local agency. The related unit owner was notified, who then contacted the rental management agency. It took several days for the renter to remove their boat. In this case, the owner has been found in violation of our Rules and Regulations, and fined accordingly. It remains the responsibility of the owner to ensure compliance with our Rules and Regulations.
13. Next meeting is tentatively scheduled for Friday, February 15<sup>th</sup>, 2008 at 2:30pm.
14. Meeting adjourned at 5:35pm.