

Westwood Village Homeowners Association
Minutes of the Annual Meeting
July 7th, 2012

1. The annual meeting of the Association was called to order at 8:05am.
2. Of 79 units that make up Westwood Village there were owners from 25 units in attendance holding 26 proxies from others that could not attend. A quorum was established with a total of 51 units represented. Bill Wise, Westwood manager, was also present.
3. Motion made and carried to approve minutes from the previous meeting.
4. Manager's Report:
 - a. Roof report. Roof leaks on a Metaline and Eagle unit were fixed recently. The semi-annual survey of all the roofs performed this spring did not turn up any new problems. All appear to be in good shape. Next roof survey will be done in the fall.
 - b. The flooding on Westwood Lane reported to the Board last fall was fixed with an improvement to the drainage on the north side of the street.
 - c. The city has been working with us to update the sewer lift station that sits next to the northeast corner of the Eagle garage. The project will replace the existing station with a new one, about 20' north of the present location. The new station will need more power, which will be run east from the substation in the middle of the meadow through the lawn on the south side of the Eagle garage and around the east side to the new station. The project will start after Labor Day.
 - d. Marina work this spring included replacing nine pilings. Also added a wall on the east side to keep debris out of the marina. Breakwater storm damage repaired.
 - e. Tennis courts have been completed and the basketball hoop installed.
 - f. A retaining wall and paver patio have been added to the barn. The new trees planted last year have been moved to other locations.
 - g. Regular maintenance continues. Bushes are being trimmed, and rocked areas have been sprayed for weeds
 - h. A new gazebo was damaged by the winds. A replacement is being assembled.
 - i. Annual repairs to the swim pool were completed.
 - j. The railroad tie retaining wall in front of Eagle units will be replaced this fall. Trees to be left in place.

- k. The new small craft storage next to the water in front of the Eagles appears to work well. It is being used, which makes more room on the deck available.
- 5. Design Committee: Nothing to report
- 6. CC&R Committee Report: On track for presenting the restatement of the Declaration at next year's annual meeting for approval.
- 7. Sam Howard provided the treasury report, as of Thursday, July 5th, 2012.

Panhandle State Bank		
Checking	\$44,854.12	\$44,854.12
DA Davidson		
Capital Reserve	19,671.41	
Special Assessment	58,447.79	
Insurance Reserve	<u>20,823.50</u>	
	98,942.70	<u>98,942.70</u>
Total		\$143,796.82

New Business

- 8. 2013 Budget – Sam provided an overview of the proposed budget that includes no special assessment for 2013.
 - a. Revenue from the marina that wasn't needed for marina maintenance has contributed approximately \$150,000 to the general fund for non-marina work over the past 15 years. When and if there is a major marina project that requires funding, it will be paid for by the Association as a whole.
 - b. Metaline Lane is the only road in Westwood Village that we have not paved recently, but does not need repaving right away.
 - c. We have enough money to replace the railroad tie retaining wall in front of the Eagle units this fall.
 - d. Our financial statements are prepared by our accountant and reviewed by Sam. We have not had an independent auditor review the statements, but we make them available online at <http://WestwoodVillage.us> for anyone to look at. Owners are encouraged to review and bring questions to the regular Board meetings.
 - e. Checks to pay bills from our bank accounts require both our accountant and a Board member to sign. We do not permit the accountant's office to rubber stamp the accountant's signature.
 - f. Motion made and carried to approve the budget as recommended.

9. Owners have expressed concern with the increased use of fireworks at Westwood over the past few years for the safety of people nearby, risks to valuables (including marina slip covers), and the mess that is left afterwards. The staff cleaned up a lot of debris this year that should have been taken care of by the people responsible for the fireworks. Options discussed included an outright ban on fireworks at Westwood, requiring people to request permission, posting an insurance bond, and moving any waterfront fireworks further east, away from the marina. The Board welcomes owner input and will have this on the agenda for its next meeting.
10. Bill and several owners mentioned kids climbing the pool or tennis court fences to gain entrance, as well as swimming in the marina. Climbing chain link fences is dangerous, as well as potentially damaging to the fence. The marina is off limits for swimming to prevent accidents with power boats. Also, there have been people with bikes, skateboards and roller blades on the new tennis courts. As stated in our Rules and Regulations, wheels are not allowed on the courts.
11. Please keep the pool and tennis court gates closed and do not let people in if you don't recognize them as owners, renters or guests. As owners, it is in your best interest to say hello to people you don't recognize both to become familiar with other owners and prevent unauthorized use of the amenities you are paying for.
12. Amendment 12-02 (Convert Westwood Terrace Lot 30 to Common Area).
 - a. Lot 30 was purchased years ago to prevent it from becoming a home site, and with the intent of incorporating it into our Common Area.
 - b. The lot is currently taxed as a private lot. Our tax burden will be reduced significantly by moving it into our Common Area.
 - c. Thanks to a lot of help from John Robertson, their president, we have approval from every owner in Westwood Terrace to proceed with removing lot 30 from their association and adding to ours as Common Area.
 - d. This amendment came together rapidly over the past several weeks as it became apparent that Westwood Terrace would approve the transfer. This agenda item was provided in an updated meeting notice sent Friday, June 15th. The draft amendment was not available for review prior to the meeting.
 - e. As a result of this change, we will no longer be a member of the Westwood Terrace Owners Association. We will no longer have access to their pool or tennis court, and no longer pay annual dues to their association. To offset their loss of revenue, we are reducing the annual fee charged to them for access to our waterfront by the same amount.
 - f. A survey was performed as part of preparing the documentation for this effort. The fence associated with the adjacent lot to the west was found to be two feet inside our property line. We have several options for handling the discrepancy, including just leaving it as is. The fence belongs to the owner of

the adjacent lot, and he is not obligated to move it. If we want it moved, it would be at our expense.

- g. Realizing most people associate the fence with the property line anyway, and since we are doing a lot line adjustment to accommodate transitioning the property into our Common Area, the recommendation has been to move the property line to accommodate the fence.
- h. Motion was made and carried to approve transfer of approximately 300 square feet along the western edge of lot 30 at no cost to accommodate the adjusted property line, and approve the amendment to our Declaration that incorporates lot 30 into the Common Area of Westwood Village.

13. Amendment 12-01 (New Owner Refundable Assessment).

- a. As a response to the problems that occur when owners are not familiar with our governing documentation or the basics of condominium ownership, the Board is recommending an amendment to our Declaration that provides incentive for new owners to meet with a representative of the Board for an overview.
- b. The draft amendment was provided for review with the notice of meeting, sent approximately 30 days ago.
- c. As part of the closing process for purchasing a unit in Westwood Village, the buyer would be required to provide \$1,000 in the form of a check that would be returned after meeting with a Board member to work through a list of items to be discussed.
- d. Several concerns were raised about the amendment.
 - 1) The amount of \$1,000 for the refundable assessment was considered to be too high. \$500 is more acceptable.
 - 2) People that have owned at Westwood Village previously, or are refinancing their unit should be exempt from this requirement. An example of the former is people that are current owners and decide to buy another unit.
 - 3) The Board should have the ability to waive the requirement for an in person interview.
 - 4) The amendment uses the term 'Special Transfer Fee', which might be misunderstood by prospective buyers. Suggestions for renaming included refundable deposit.
 - 5) The amendment should direct the new owner to contact Westwood's manager in order to reach the Board.

- e. Motion was made and carried to approve the amendment as long as the concerns listed above were addressed.
 - f. The updated draft will be distributed for review with a specified period of time for comments and discussion.
14. During discussion of amendment 12-01 a suggestion was made that we provide our Rules and Regulations, and possibly a summary of the rest of our governing documentation to the buyer during the closing process and require written acknowledgement of receipt. The Board will explore the idea with counsel.
15. Election of Directors.
- a. The Association expressed appreciation and gratitude for contributions by departing Board members Holly Clements and Paul Kimmel.
 - b. Dave Mudra, Jerry Binder, John Hunter, Sam Howard and Rocky Seelbach were nominated and elected to the Board of Directors.
16. The topic of allowing people to participate in Board meetings by phone was brought up again. The Board will explore the idea to see how it might work.
17. Our governing documentation and several years of meeting minutes are available at the following web site: <http://WestwoodVillage.us>.
18. Meeting adjourned at 9:43am.

Westwood Village Homeowners Association
Minutes of the Board of Directors Meeting
July 7th, 2012

1. Meeting called to order at 9:55am. The following Board members attended:

Sam Howard	Rocky Seelbach
Jerry Binder	Dave Mudra
Don Wolfe	Ron Hazelaar

Not present: John Hunter

Also present: Bill Wise (Westwood manager)

2. Following officers were elected as indicated;

Jerry Binder – President
Dave Mudra – Vice President
Sam Howard – Treasurer
Rocky Seelbach – Secretary

3. There have been suggestions and requests to add a BBQ grill to the new patio at the barn.
 - a. The Board discussed the risks associated with both charcoal and gas fired grills. Consensus was that charcoal would likely be left unattended to burn out on its own, and would be more likely to throw sparks if the wind came up. Gas fired grills provide positive control over the heat.
 - b. The Board also discussed whether to provide the gas or require people to bring their own, and decided to provide the gas in a locked compartment of the grill that would be accessible with the pool key.
 - c. Bill was asked to find a low cost gas grill that could be secured to the patio and provide lockable storage for the canister.
 - d. The use of the grill is restricted to owners and renters who are at least 18 years of age.
4. Following people are appointed to the Design Committee; Dave and Sharon Mudra, Holly Clements, Ron Hazelaar, and Kristy Wessells.
5. Next meeting tentatively scheduled for 2:30pm on 21 September, 2012.
6. Meeting adjourned at 10:32am.