

Westwood Village Homeowners Association
Minutes of the Board of Directors Meeting
November 2nd, 2012

1. Jerry called the meeting to order at 2:24pm. The following members attended:

Jerry Binder (President)	Dave Mudra (Vice President)
Rocky Seelbach (Secretary)	John Hunter

Not present: Sam Howard (Treasurer), Don Wolfe, and Ron Hazelaar

Also present: Bill Wise (Westwood manager), and Design Committee member Holly Clements.

Mick McFarland contributed to the fireworks discussion via email. Kam Majer contributed to the discussion about pets via email.

2. Minutes from the September 21st meeting were approved by the Board via email on September 27th.
3. Sam Howard provided the treasury report, as of Thursday, November 1st.

Panhandle State Bank		
Checking	\$ 21,697.28	\$ 21,697.28
DA Davidson		
Capital Reserve	19,675.34	
Special Assessment	73,604.79	
Insurance Reserve	<u>21,953.50</u>	
	115,233.63	<u>115,233.63</u>
Total		\$136,930.91

4. Design Committee Report:
- An owner that incorporated a small amount of Limited Common area into their Unit will need approval at the next annual meeting to purchase it from the Association. The owner will also need to restore the outside light fixtures to what was selected by the owners in the cluster when the siding was replaced on those units several years ago.
 - An owner asking permission to have Avista run a line into their Unit for a gas fireplace was given permission, provided the pavers and area the line needs to run underneath are restored once the line has been run.
 - The Design Committee Rules will be updated to include more guidance about uniformity within clusters. Current rules are available on our web site at <http://WestwoodVillage.us>.
5. Manager's Report:

- a. Bill received a \$10,000 bid for repairing the waterfront retaining wall, and is waiting on another. Owners may have noticed that it is no longer a straight line, and the aluminum that is exposed on top is torn in several places. The bidding contractors had several ideas for making the wall more attractive, but at considerable cost.
- b. While discussing repairs to the retaining wall, a suggestion to include a water entryway built with large, flat rocks was discussed. The rocks would form a set of wide steps from the grass into the water. There is concern with how slippery the submerged steps might become, but the project sounds very attractive. Bill will investigate costs.
- c. The city's sewer project is underway. Bill described it as a big, messy job. The workers are currently digging a 24' deep hole for the replacement pump station at the northeast end of the Eagle garages. They've already run a new power line through the meadow. Bill estimates the work will take a few more weeks.
- d. Replacement of the railroad tie retaining wall in front of the Eagle building is tentatively scheduled for spring.
- e. Bill reported that the roof inspections were completed, and none of the roofs are in need of repair. The roofs are inspected twice a year, fall and spring.
- f. Fall clean up is underway. Gutters will be cleaned when most of the leaves are down.
- g. Bill will follow up on adding navigation lights to the marina entrance.
- h. At the last meeting, Bill reported that an offer to put up and take down holiday lighting on a large tree had been made, at no cost to the Association. The cedar tree in what used to be Lot 30, next to the pond at the entrance to Westwood was suggested as a tree to decorate. Bill found that running power to the tree and purchasing commercial grade lights would cost approximately \$3,000. He suggested there might be a cheaper alternative in putting up a regular, though tall tree near the flag pole and decorating it. The Board is interested in knowing what the owners would like to see, if anything.
- i. Waste Management is changing how and when they will collect recyclables, and have eliminated curbside pickup within Westwood. Bill suggested he and his crew can pick up recyclables on the same day they pick up trash, currently each Tuesday. Owners should make their recyclables available the same way they do now, but on Tuesday instead of Friday. Contact Bill for any questions.

6. CC&R Committee Report:

- a. The amendment that lowers Westwood Terrace's annual fee for access to our waterfront by \$500 has been sent to their Association for review. This was part of the conditions by which they allowed Lot 30 to be removed from their Association, and compensates them for the loss of annual dues from Lot 30.

- b. Amendment 12-01 to our Declaration of Condominium has been recorded with Bonner County and is now effective. New owners will be assessed a refundable transfer fee of \$500 at closing. The fee will be refunded upon successfully completing an orientation discussion with a designated Board member. Rocky will update the orientation overview to explain this fee, as well as the existing \$200 administrative transfer fee.
 - c. The ongoing effort to restate our Declaration in its entirety, including all of the amendments to date is progressing. Our legal counsel expects to have the all inclusive draft ready for review by the end of the year. Kam Majer and Lynn Watts helped review the early draft. Volunteers will be needed to help review the new document. Please contact Rocky if you can help.
 - d. The land survey to support the restatement with an updated plat is progressing and should be complete before the end of the year.
 - e. Legal counsel provided a memorandum with an overview of dispute resolution, soliciting input from the Board and owners on possible changes to be reflected in the restated Declaration. The current Declaration specifies that arbitration will be used to resolve disputes. The memo explained in detail the four basic categories of activities (negotiation, mediation, arbitration, and litigation) used to resolve disputes that might arise when enforcing our governing documentation, and recommends requiring mediation first, before resorting to arbitration.
7. Some confusion about when owners are required to provide proof of insurance to meet our requirements prompted a discussion of whether we required it at the first of the year, or when it expires. Many insurance companies can add notifications to the policy, so our accountant receives proof when it is renewed. In keeping with this approach, the Board agreed that proof should be provided when insurance is renewed. Our accountant tracks the date and will include a notification to the owner in the billing if and when proof has not been received.
8. Several owners have expressed their appreciation for the racks Bill installed near the swim dock that provide storage for water toys. It appears that more storage is needed, so more rack space will be installed before next summer.
9. Paul Lindholdt wrote asking for the Board to consider installing a boat launch similar to what can be found on Sand Creek, just behind the Panida. The launch provides a cradle sitting in the water that accommodates a kayak or paddle boat, and has hand rails to hang onto while getting in or out. Bill was asked to look into the costs associated with the Sand Creek installation, but the Board believes the need for the two guide poles used will make installation problematic at Westwood. Additionally, the possible project to install a rock entryway to the water may make the launch system redundant.
10. Several owners have asked whether the Board meetings could be made available by phone for those that can't attend in person. The Board would like to try this, and will provide instructions in the agenda for next meeting on how to dial in. The phone number for the teleconference will not be toll free.

11. Marina slips.

- a. Several people have suggested an expansion to the marina. We currently have 46 slips available, and have never sold out. Bill received a bid for approximately \$120,000 that would expand the marina to the east, and add 13 slips. The payback for those additional 13 slips would take over ten years if they were rented at the non-owner rate of \$850 per season. However, the marina has provided \$150,000 to the Association's general fund over the past ten years, in excess of the cost of maintaining the marina.
- b. The slips next to the rocks can be difficult to get into, especially with the wind blowing. Two of the slips are smaller and can be particularly challenging. Gary Maxwell made a suggestion for a barrier to prevent a boat from hitting the rocks. Bill will see if it will work in the two smaller slips.

12. This past Fourth of July there was a group of owners that set off fireworks next to the water, near the picnic table. To protect the interest of boat and awning owners, the Board would like future fireworks near the water to be moved east, to the other side of the swim dock.

13. Rules and Regulations

- a. Pets. Owner input on whether we should limit the number of pets allowed has suggested the current guidance is adequate. As written, our Rules and Regulations includes the following three items for pets;
 - i) Renters are not allowed to keep pets.
 - ii) A pet must be under the control of the owner at all times.
 - iii) Defecation on the Common Area is to be immediately removed and properly disposed of by the pet owner.
- b. The patio gas barbeque is restricted from being used by anyone under the age of 18 unless supervised by an adult.

14. The next Board meeting is tentatively scheduled for 3:30 on Friday, January 4, 2013.

15. Meeting adjourned at 4:04pm.