

**West Meadows Estates Homeowner's Association
Board Meeting Minutes
January 10, 2013**

Location: 2856 Islander Avenue NW / Salem, OR 97304 (Rose Residence)

Board Members Present: Mike Eastlund, President
Janice Rose, Treasurer
Janet Powell, Architectural Committee
Rudy DeSwart

Board Member Absent: Amy Drennan, Secretary

Meeting was called to order by President, Mike Eastlund at 7:02 p.m.

Minutes of the November 15, 2012 meeting was presented by Janice Rose. The minutes were reviewed. A motion was made by Rudy DeSwart to accept the minutes as written, Mike Eastland seconded the motion. No discussion, vote was called and motion passed.

Treasures report by Janice Rose for January 10, 2013

West Coast Bank / Checking	\$ 6950.44
West Coast Bank / Reserve (ING Direct)	\$32,863.94
West Coast Bank / Savings (Professional Fees)	\$11,737.65
West Coast Bank / Savings (Late Fees)	<u>\$2,170.65</u>
Total	\$53,722.68

Expenses / Checking / 2013

Insurance: Professional Liability	\$1337.00
Printing and Reproduction	\$3.15
Professional Fees: Legal Fees	\$99.00
Utilities: PO Box Rental/Keys	\$76.00
Utilities: Water	<u>\$9.24</u>
Total	\$1,524.39

Janice Rose presented the proposed budget for 2013 based on the actual expenditures in 2012 as follows:

ITEM			2012 Budget	2012 Actual
FACILITY RENTAL			\$200.00	\$170.00
*1 BAD DEBT (6 Homes x \$150.00)			\$1,200.00	\$488.62
*2 Wall, New Sign, Light Replacement * Reserve Fund				\$20,572.01
GENERAL MAINTENANCE	2012 Actual	2013 Budget	\$1,400.00	\$861.87
Port. Sign Maintenance	\$26.87	\$50.00		
*3 Lights / Sprinkler Repair	0	\$2,500.00		
*4 Wall/Entry Sign Repair	\$835.00	\$50.00		
INSURANCE	2012 Actual	2013 Budget	\$3,050.00	\$2,661.00
Commercial Gen Liability	\$1,522.00	\$1,550.00		
Professional Liability	\$1,139.00	\$1,337.00		
Landscape Maintenance	2012 Actual	2013 Budget	\$6,400.00	\$5,286.50
General Maintenance	\$5,092.00	\$5,000.00		
*5 Bark	\$44.00	\$100.00		
*6 Plants/annuals	\$150.00	\$300.00		
LICENSES / PERMITS / TAXES			\$200.00	\$200.00
*7 POSTAGE & DELIVERY			\$400.00	\$132.93
*8 PRINTING			\$800.00	\$411.30
*9 PROFESSIONAL FEES (excess to pro-fee fund)			\$2,850.00	\$2,850.00
Legal Fees (\$2,550.00)				
Tax Prep (\$300.00)				
SUPPLIES / OFFICE			\$150.00	\$6.29
Web Site			\$200.00	\$149.50
*10 Welcome Committee (non-budget item)			0	\$1,315.87
ITEM			2012 Budget	2012 Actual
Utilities	2012 Actual	2013 Budget	\$2,200.00	\$2,608.64
*9 Electric	\$272.54	\$320.00		
Water	\$2,274.10	\$2,300.00		
PO Box Rental	\$62.00	\$76.00		
RESERVE FUND			\$12,180.00	\$12,180.00
TOTAL BUDGETED FUNDS			\$31,230.00	\$29,322.52
TOTAL INCLUDING UNBUDGETED FUNDS**				\$49,894.53
RESERVE FUND BALANCE				\$32,863.94
\$31,963.00 / 213 developed properties = \$150.06 Dues for 2013: \$150.00				

A motion was made by Mike Eastlund, and seconded by Janet Powell to adopt the proposed budget as the 2013 HOA budget and establish the 2013 dues as \$150 per year. Discussion by board, vote called and motion passed unanimously.

COMMITTEE REPORTS

Architectural Committee (ACC):

Janet Powell reported that one new home is now complete and on the market. One letter had been sent out regarding an auxiliary structure that had been grandfathered.

CC&R Standards Committee (Enforcement):

Mike Eastlund reported that sixteen compliance letters were sent out primarily for trash containers not properly screened.

Mike Eastlund presented two appeal considerations from homeowners.

Appeal One: The homeowner on Fort Hill Avenue appealed a compliance request for a recreational vehicle not properly screened from the street or neighbor's property at Fort Hill Avenue NW. It is the homeowner's opinion that the vehicle is not visible from the street because the street ends at Fort Hill Avenue NW and Firefox Street NW and the road to his home is a private drive, not an extension of Fort Hill Avenue NW. The owner states that since the picture was taken from a private drive in front of his home and not from the street, the vehicle was not visible from the actual street. A motion was made by Mike Eastlund to concur with the request and notify the homeowner, Janice Rose seconded the motion. Discussion by board, vote was called and motion passed unanimous.

Appeal Two: A homeowner on West Meadows Drive NW appealed a compliance request that a commercial vehicle be properly screened from the street or neighbor's property at his address. It is the homeowner's position that the car has been parked at various times in his driveway for the last six years and should be grandfathered. He said his vehicle is not registered as a commercial vehicle and he uses it to go to the store and take his kids to school, etc. He now has a new car that he parks in the garage and that is the reason he leaves his vehicle with signs parked in the driveway.

Previous boards have ruled that the issue is not how the vehicle is registered or used if commercial signage on the vehicle exceeds the sign size limit.

A motion was made by Mike Eastlund and seconded by Janice Rose to reject the appeal and notify the owner that he has 14 days to correct the issue. Discussion, vote called and motion passed unanimous.

Welcoming Committee:

Janice Rose reported that there were 6 new homeowners in the neighborhood and that the committee would deliver a welcome package to each new homeowner.

Old Business:

Stewart Rose reported on common space landscaping issues. The sprinkler system is approaching nine years of age and is in need of repairs. Multiple heads have been damaged by vandals and about 75% of the valve bodies leak. The leaking valve bodies waste an estimated 10% to 20% of the water used. He secured two bids for landscape improvement. One to repair the sprinkler system with new low flow heads to reduce water waste and the other to replace the grass that requires less water and chemical treatments. The sprinkler bid to replace all heads with new heads and leaking valve bodies was \$ 2,900.00. The bid included hi-rise valves for the shrub area. The board discussed the proposals and decided to work with the existing grass and make repairs only to the heads watering the grass and not the shrubs.

A motion was made by Mike Eastlund, and seconded by Rudy DeSwart to replace the sprinkler heads for the grass areas and not the shrubs with a cost not to exceed \$2,500.00. The vote was called and motion passed unanimously.

New Business:

It is possible that a developer is going to buy approx. 70 of the lots owned by Mr. Wyant. Discussion by the board centered around the importance of securing proxy votes to guarantee a quorum at the annual meeting if Mr. Wyant would no longer have the votes in his name to guarantee a quorum.

Some discussion about the neighborhood watch and its importance was made and will be pursued in the near future. Mike introduced Coral Pruitt who has agreed to lead our community's efforts in moving forward with the neighborhood watch program.

A member of the community had requested time at the meeting to discuss alterations to the landscaping in the common area. He was unable to attend the meeting; a representative of the ACC will contact the individual for further discussion.

Mike Eastlund presented minor changes to Board Policy 102, Fee and Fine Schedule and Board Policy 201, Standards Committee. Changes would provide a fine for failing to maintain exterior painted surfaces and reduce the fine for noncompliance to the auxiliary building policy. The change to the standards policy would allow a computer record rather than a log book. It was decided to place the changes on the web page for comment.

Rudy DeSwart made a motion to adjourn the meeting. Seconded by Janice Rose, motion carried and the meeting was adjourned @ 8:32 pm.

Submitted by Rudy DeSwart and Mike Eastlund