

Emergency Transition Meeting #5
May 12, 2010

Present: Alicia Hanke, Pat Holdridge-Swilling, Danielle Perry, Jon Resh, Tom Rocamora, Jennifer Santiago
Absent: Debbie Kaiser

Purpose of meeting: To address outstanding agenda items from April board meeting

Welcome/Misc.

Blog usage – Some board members reported not using the blog for communicating particular issues as Debbie is not registered yet and wouldn't be informed of the issue. Jon will start email chain on the blog about usage and require blog reply from each person. He will also identify what items may be best communicated via email vs. the blog.

Mailbox post – Still need to order pedestal post and install. This can be ordered from mailboxes.com for about \$80. Danielle will work with Jennifer to order the new post and Alicia's dad will install.

\$19 Admin fee – Tom will establish a 2010 payment schedule and will bring to next meeting for review and board approval (similar to the 2002 payment schedule reviewed during the meeting). This will be created to address the addition of a \$19 quarterly fee for any homeowner that pays any amount less than the full \$325 during the first billing cycle of the year (not just those officially paying quarterly). The new wording will then be added to the website.

Bookkeeper, Treasurer, Receivables Management – Contracting with the Receivables Management company looks like a good option to do all billing and work to recover any dues/fees in arrears. They charge a flat rate of \$2/house per month and everything is online. Standard services include quarterly billing, wage garnishment, etc. – do not cover any court costs, lien fees. We would like to invite them to meet with the board (at a special board meeting) and talk further – date TBD. Alicia will contact them to schedule a meeting and get an advance packet. For now the role of the Bookkeeper will remain with doing quarterly billing. Treasurer to do deposits and payments and will communicate updates with Marian.

Custom reports – Tom previously emailed new custom reports. Any questions on the new reports should be sent to Marian. Alicia has some questions. She will email Marian to get the answers and will share the answer with the board.

Architectural Control

Process for approving Arch. Ctrl. requests – It was agreed that a sub-committee of 3 board members with an invite to homeowners will be created, as outlined in the governing docs. This will be an approval group for colors and other home improvement requests. Jon, Pat, and Jennifer agreed to make up the sub-committee. They will invite homeowners at a future date.

Gonzalez fence replacement – This was previously approved by the board, but concerns have been raised. By Saturday all board members are expected to review the area in person and vote via email. The options are to remove the damaged section or remove the section and replace. Based on the vote, Alicia will adjust the letter accordingly and get the Gonzalez's to sign prior to doing any work.

Chain link fence removal/replacement – Homeowner Porter asked to remove chain link fence along backyard. This appears to be a fence that runs the full length of the community. This item is on hold until further information is gathered.

Window updates for Gonzalez – Approved by the board.

Painting for De La Torre – Colors approved by the board. Homeowner still needs approval from neighbor and commitment that they are doing it at the same time prior to completing the work. Jennifer will communicate this with the De La Torre's.

Tennis Courts – It will cost \$700 - \$1000 for power washing of tennis courts. Jennifer will talk to the Raguse's to see about the option of doing it ourselves. This issue has been re-raised based on multiple homeowner complaints.

Towing - Quality Towing sent us an informational packet. Board members will distribute the packet for review. Mac Towing is our current provider. There have been recent concerns voiced about their procedures.

Landscaping

New landscaping company – Pat is still working on getting a quote from NW Landscaping Services. So far, ProGrass is in sync with the services of other bids but \$10,000 less. The other two quotes are similar in cost. ProGrass is \$16,407/year, approximately \$1,000 per month less than our current Highridge contract. The contract would be pro-rated so that winter costs would be less. One reference has been provided. Additional services are also available if needed. Pat will get last bid on Friday. Final update with 3 bids will be presented at next board meeting for vote. Pat will need to provide 30 day notice to Highridge.

Community Relations

Final dates for yard sale and pool party – Yard sale will be held on Sat 7/17 and Sun 7/18. Pool party must be reserved the last week in May. Jennifer is a member of Kingsgate and can reserve the pool. Dates to try to reserve the pool are: 1st choice Sat 8/14, 10-12; 2nd choice Sun 8/15, 10-12.

Barking dogs – Alicia's neighbor has expressed concern with barking dogs at the adjoining neighbor's house. Homeowner Elson will be advised to call the Sherriff's Dept. with their concern.

Where to post neighborhood meeting flyer – While the fliers used last worked well, it needs to be more permanent to withstand the weather. Alicia will get signed laminated and Velcro them to the mailboxes.

Financial

Fax payoff statements – Jennifer shared that there is a fax option for board business. (425) 814-3153 is available at Trading Post as a public service. The board voted to approve this and Alicia will add it to the web site.

Homeowner foreclosure – The deadline for pursuing arrears during foreclosure for a specific outstanding account is mid-June. The board will consider this option after talking with Homeowners Receivable.

Overflow Lot/Blockwatch

Weekend coverage – Any Skype calls received during the weekend regarding the lot will be answered by Jon. Jon will ensure that Debbie has shared the combination with all homeowners with vehicles in the lot to reduce the need for weekend coverage, other than emergencies.

Jon will call and talk with Debbie to see about her availability to the board with her new job.

Secretary

Action item review – The action item spreadsheet was reviewed and open items briefly discussed and updated. Updates will be made to the spreadsheet and distributed to board members.