

Arbor Terrace HOA Board Meeting | 3.20.13 @ 6pm
TVF&R Fire Station – Sherwood

Executive Session called to order at 5:00pm

Executive Session adjourned at 5:55pm

Meeting called to order at 6pm – quorum established

Board Members present:

Courtney Atwood, Amanda McMillen, Amy Boyle & David Wagner

Guest Speaker: Austin Wiesner, Acct Manager from Landscape E&W

Presentation of Landscape Contract Renewal – Austin Wiesner: Contract price to increase due to original contract being underbid. Also asking for a commitment by the Board to complete “enhancements” that were previously offered as “optional” services. These enhancement projects are intended to beautify the Association but costs are in addition to the annual contract price and the contract is contingent upon acceptance of enhancements. Bid included estimates for the landscape projects that the Board plans to complete in 2013.

Officer Reports

- President’s Report – Nothing to report
- Treasurer’s Report –
 - Operating Account \$55,610
 - General Reserve \$96,672
 - Construction Reserve \$92,000
 - Construction Loan Reserve \$13,799
 - Accounts in Collections/Arrears – \$100,540; 38 accts in arrears; 19 in collections (5 are row homes).
 - Special Assessment overview/status update – 50 units have paid their Special Assessments, 10 paid in full, 5 paid partial, 35 are paying monthly. 15 units have NOT paid.

Committee Reports

- ARC - noted under compliance
- Construction – Some additional damage was found in hip roof transitions (valleys and ridges) which resulted in the short notice of removal of satellite dishes as this issue was not in our original scope of repairs. Re-installation of dishes will be subject to strict guidelines in accordance with our CC&Rs and recommendations from our Project Engineer. Attic

growth remediation has not begun but is scheduled to commence shortly. Painting should be mid-May and the colors will be chosen in the next couple weeks. Pallets will be provided/displayed by Charter shortly.

- Compliance
 - Signs – review of CC&R 4.12 – for rent signs are not permitted per our CC&R's, for sale signs are permitted.
 - Satellite Removal/Installation (row homes) CC&R 4.16
 - External attachments to row homes discussed, not allowed.
 - Park garbage can – as a reminder, this is NOT for personal use.

- Landscape – the board is currently obtaining alternate bids from other landscape companies.
 - 2013 Planned Projects to beautify the Association!!
 - Tree replanting – Silo, Windrow, Bronner – Amy is meeting with Arborist to finalize the replanting details. Installing varieties that complement the areas they are being planted.
 - Bark mulch entire association – obtaining bids in the next couple weeks.
 - Turf panels in between driveways removed and ground cover / ornamental grasses to be installed along SW Holland.
 - Turf revitalization post construction

Presentation of Draft 2013-2014 Budget

- Line Items – goal is keep budget/dues stable
- Management Contract proposal with Turner
- Landscape contract review – Landscape East & West and Grounds Northwest compared.

Old/New Business

- Community Clean Up – will schedule for the summer for fence cleaning, etc.

Homeowner's Questions/Comments

- Questions about summary of construction completed on row homes – M&H will compile a “booklet” for each homeowner upon completion of construction.
- Paint colors – the Board will review what Charter recommends for approval.
- More discussion on satellite dish placement – will get more information/recommendations from engineer.

Meeting adjourned at 7:30pm.

****NEXT MEETING WILL BE IN MAY – DATE & TIME TBD****