
From: Haedrich [haedrich@ihpc.net]
Sent: Saturday, July 26, 2003 8:10 AM
To: haedrich@ihpc.net
Subject: July HOA Meeting Minutes
Meeting minutes: 7/1/03

Meeting called to order: 7:18 pm

Location: Common Area

Board members in attendance: Gary Allen, Mike Haedrich, Mike Decesaro

Treasury Meeting

Bark dust quote came in at \$9,500. This includes all common areas. The 2003 budget did not account for this expense. We will look at possibly bark dusting sections at a time. No decision made at this time.

There are 34 homeowners who have an outstanding balance for the 2003 dues. Follow-up letters will soon be going out with the warning that liens will be placed on property if bills on any unpaid dues.

General

Insurance policy: No update. Will review at the next meeting.

Audit: Will continue to research audit prospects and will have a final decision on who to use by August.

Meeting minutes: 1/09/03

Meeting called to order: 7:09: pm

Location: Stoller Middle School

Board members in attendance: Gary Allen, Mike Haedrich, Perry Sunderland

Treasury Meeting

What is the detail for the accounts receivable? Homeowners concerned about status of leins and the possibility that they are not being collected. Where is the net income being stated on the balance balance sheet. Concern about check signing. Gary will get all bills and Gary will be writing checks with Ching as the second signature. All board member s approved the requirement of two signatures per check. Concern has been raised to separate the check writer or signer from the person who balances the books. A request has been made to have the books reviewed/audited. Mike Haedrich will take on the responsibility to find a third party to review/audit the books. Mike will provide a list of names to the board and they will determine who is best qualified. An update will be provided at the next homeowners meeting.

The signage being proposed is for either four signs or two signs. There will be a 25% discount to purchase four. The board has voted as follows: Gary and Mike voted for two signs and Perry voted to fix the signs that are currently in place.

Budget review:

Budget was reviewed by all present

It was discussed that C is being irrigated by Oakridge Estates. Tract C is not part of Oakridge Estates common area and we will work to get the irrigation turned off. It was unanimously decided by the board that the assessment for 2003 will be \$190. In addition to the assessment the board unanimously agreed to refund \$26K or \$93 per household.

Gary has requested an additional meeting in two weeks to close on the logistics for the annual meeting, Thursday the 23rd. The annual meeting is being proposed for February 20th.

Meeting adjourned at 9:00pm.

Meeting minutes: 12/12/02

Meeting called to order: 7:04 pm

Location: Stoller Middle School

Board members in attendance: Gary Allen, Mike Haedrich, Perry Sunderland

Treasurer report: Presented by Ching

Balance sheet and financial statement presented and reviewed by board.

Concern was raised over not seeing financial statements outside of the board meetings. The board will work with Ching to ensure we have a copy of the financial statement added to the website each month.

The cash remaining from the 2002 calendar year is recommended to be allocated against next years budget.

A concern was raised that we have only one signature required for checks. The board will review this policy and decide if this is adequate or if a second signature is required.

ACC update:

Neighbor has raised a complaint about a recently constructed play structure. The height of the structure interferes with their privacy and view. The structure exceeds the height of 12' that is allowed without special concessions. The board expects the ACC to handle this issue.

Reviewed the sign being proposed for the front entrance. The leadtime has not yet been determined. It will be based upon their backlog. The quote for two signs is \$5,550 installed.

Marlene's charter was to present ideas for three areas; Tract B, tract J and the main entrances off of Laidlaw. The feedback she used to base her recommendations was from the ACC and any other residents who attended the ACC meetings. Board members in attendance at the ACC meetings were Mike Haedrich (2 meetings) and Gary Allen (part of 1 meeting)

Tract B

Concern was raised to Marlene about the constant urination in tract B. This issue was raised for Marlene to be considering this issue when developing landscape ideas. It was asked that whatever landscape decisions are made the protection of the Oak trees is top priority. A request was made that if the proposed plan to tract B is accepted then implement in phases. The first phase would be to develop the landscape around the outside to shelter the homes.

Tract J

Marlene recommended that natural foliage be planted in the area. Maintain the natural beauty of the area and by not adding grass etc, you keep the evasive foliage out.

Front Entrance

Marlene will work with Elaine to ensure the signs are not covered by new landscaping. The Oak trees in some areas are planted to close together and may need to be removed.

Meeting concluded at 8:59 PM.

Meeting minutes: 9/17/02

Meeting called to order: 7:09 pm

Location: Tract B common area

Board members in attendance: Gary Allen, Mike Haedrich, Perry Sunderland

Treasurer report: Presented by Gary Allen

No update on accounts. Ching was in China the past three weeks and is catching up. All homeowner's names addresses and balances have been loaded up on Quickbooks. Need to confirm all names are correct hope to have completed by the end of the month.

By the end of the month hope to have notices sent to the remaining homeowners who have not paid their annual dues. There will not be late fees assessed at this time.

ACC update: Brought in Colliards to review the trees and asked for a price to clean, prune, etc. Quote came in at \$21,000. Thought is to spread this cost over a number of years and not try to incur it in one year. Gary will ask ACC to getting a second bid from another arborist and bring proposal to next board meeting.

Lots of broken sprinklers, timers and pipes. High-end cost is approximately \$5K. No decision has been made on repair schedule. Expect to have itemized list by next board meeting. No money will be spent until reviewed by board.

Need to address the large dry spot on the Tract B lawn. Concern it may be a faulty sprinkler head.

Painting of the swing set: Jack Dalton recommended that the structure not be painted. The ACC will no longer pursue this idea.

Master Plan draft has been submitted to architects for bid. The bid was for the first three tracts on the draft. The draft is not a final Master Plan but a direction for the architects. The draft was developed using the input from the survey sent out to all homeowner's.

Propose using the document as a basis for development planning. The document has been provided to the architects for quote. The priorities set by the board are the three entrances along Laidlaw, Tract J and Tract B.

Vote by the board to move forward with the Master Plan document with tract J, tract B and the front entrances as top priority. Gary and Mike voted to approve and Perry voted against. A request has also been made to go back and get their opinion on which tracts are highest priority and see if they are in concurrence.

Concern has been raised about neighbors adhering to the CCR's.

Next meeting scheduled for October 9th.

Meeting concluded at 8:15 PM.

Meeting minutes: 8/14/02

Meeting called to order: 7:16 pm

Location: Tract B common area

Board members in attendance: Gary Allen, Mike Haedrich, Perry Sunderland

Treasurer report: Ching

The management group hired to maintain the books had added two accounts: Printing/Pst Ofc/Sp Services, Treas/Committee Expenses. A budget was also added to these accounts. Ching will not make any changes to these added accounts

Tueffels contract ended as of August 1, 2002. Ryan McGalis has taken over the maintenance contract as of August 1, 2002.

Gary has spoken to 4 landscape Architects and has narrowed the field down to 2: Persival and Shapiro and Marlene Salon. No decision has been made as to whom Oakridge Estates will use. Mid September is doable to have conceptual plans for each tract. By the end of the week, Gary Allen will send out to the other board members a prioritized straw man proposal for each tract. Board will review and will make changes as required and then approve. Once approved, the list will be placed on the website for all to review. Cost estimates will be requested by both architect groups for schematics of the selected tracts.

Meeting concluded 8:20 PM

Next meeting scheduled for September 12th.

2/20/2002 HOA Board Meeting

HOA Meeting 2/20/02 began 7:09 pm @ 14137 NW Meadowridge Dr

Meeting concluded at approximately 9:30 pm.

John Purdy-

Lots 213, 226, 261. Steve Birkel approved lots and a check needs to be cut to the appropriate builder.

Lots 211, 235 requested refund and have not yet received

No treasurer report. Treasurer reports run on the 24th of each month.

Board positions unanimously approved by the board: Gary Allen, President, Parry Suntherland VP, and Mike Haedrich Secretary

Play structure- Debbi Nadell, on track for March 9th installation.

Ground prep completed

Burm completed per ACC approval

Drainage remains a concern and is not a closed issue

Teufels contact has changed. Minimal impact.

Need support to unload benches that are being delivered the Wednesday or Thursday prior to installation

Cindy Thompson and Debbi Nadell will be the ones in charge of the installation process

Insurance to protect the structure.

Need signs to protect the property; scoop sign, dawn to dusk sign. Debbi will provide a proposal. This is in addition to the 46K allocated for the structure

Carmen has recommended the improvement of the common area at the corner of Meadowridge Dr. and Oakpoint. Previous board approved \$3K for this project. Carmen will be the project manager for tract L. Carmen has been approval to spend up to \$3,000. Request Carmen to investigate proposal to add irrigation. Carmen will also look at tract J for possible future improvement. Unanimously approved by the board

Steve Birkel, ACC update: Difficult gaining contact with Management group.

Next board meeting to float a proposal to renovate tree line between Oakpoint and Skycrest.

Curt Dye works for Quarterpoint and is responsible to ensure the homes are designed to CCR requirements. Curt will do a final inspection to ensure the completed home meets the CCR specifications. Upon approval, Curt will check off a form and the ACC will do a final inspection. If approved the management company, treasurer, will cut a check to the builder for reimbursement. Currently Northwest Community Management company does not respond with any comments as to weather or not they are paying the reimbursements.

Welcoming, Anne Tubby: The welcoming committee is evolving. The welcoming committee needs to ensure we have an accurate listing of who the registered owners of the lots are.

Identify a proposal that can get the names of the residents that are new to the neighborhood.

Welcoming committee stays welcoming committee only and will not be responsible for updating the database.

Treasurer position

Initial role to take over the database and lot deposits.

Decision to take over all treasury functions at next board meeting

Do not issue a 60-day notice to the management company for at least 30 days. Next board meeting we will decide whether or not to issue 60-day notice.

Board has unanimously approved Ching Shen as treasurer

Tax return due by March 15th

Ching Shen to establish contact with title company

Gary Allen will be the contact person for the Northwest Community management

ACC Proposal to take over all landscaping and maintenance issues

Request by Perry to have an ACC focal point.

ACC to own the landscaping and maintenance contracts

Responsible for RFPs and present to board

RFP proposal will be presented to the board next month.

Would like RFP's to go out to bid and expect new contract to begin in summer 2002

Need to get Steve Birkel a copy of the latest Tuefuels contract. Gary may have he contract

HOA Communications proposal

Board has unanimously approved the analysis of a web site for Oakridge estates

Board has unanimously approved the gathering of a voluntary email list.

Home Owners Meeting Minutes 12-19-01

Attendees

Mike Scheuerman - President

Terry Spires - Secretary

Barb Purdy - Treasure

Debbi Nadell

Meeting called to order 7:14 pm

Play Structure Project Report

* Debbi gave report

* Every thing on schedule

* Approved via Board vote - Moving installation until better weather

(March 9th timeframe?)

- * Next steps Debbi confirm new date...

Treasure's report

- * Barb gave overview of budget / cash flow

- * Reviewed 2002 draft budget

- * Discussion on finding a replacement treasurer.

- * Approved via Board vote to accept treasure's report...

- * Approved via Board vote annual homeowner dues set at \$210

- * Approved via Board vote to hire management company for bookkeeping services

- * Approved via Board vote to refund \$9765 from the play structure special assessment...

ACC Report

- * Debbi gave Acc report

Treasure Replacement Discussion

- * Barb gave overview of budget / cash flow

Annual Meeting & Elections

- * Reviewed time table and elections process

Board Meeting Adjourned at 9:15pm

Next meeting Tuesday Jan 8th 7:00 pm at Barbs