

**ASPEN SHORES HOMEOWNERS ASSOCIATION
BOARD MEETING
MINUTES**

Date: April 18, 2019

Time: 1:07 p.m.

Place: Home of Leslie Bigos 2810 Akamai Way

BOARD IN ATTENDANCE: Kim Rose (President), Laine Witte (Vice President), George Juarez (At Large), Pat Boynton (Treasurer), Leslie Bigos (Secretary)

MEMBERS IN ATTENDANCE: Idy Huth, Brandon Parker, Nina Rose, Jim Boynton, Sharon Sherwood, Janet White, Sue & Don Baker, Scott Backstrom, Marideanne & Bob Wolfe

Welcoming Remarks Kim Rose: Reminded everyone of courtesy and time checking.

Open Forum

- Sharon Sherwood - reported that a sign, approved and paid for by the HOA, is now posted in the cove area reminding people not to disturb vegetation as it against PUD Rules.
- Sharon Sherwood - Social activities - proposed a Meet 'N Greet. She and Scott Backstrom will coordinate. The Board is happy to participate and advertise this event but no HOA funds are allocated for it.
- Sharon Sherwood - Electronic voting - bylaws -- 5.6 & 5.7 A member may be able to vote in person or proxy. Sharon asserted that the HOA bylaws must be changed to allow electronic voting.

MINUTES

January 24, 2019. Minutes approved. Ayes: 5; Nays: 0

FINANCIAL: Pat Boynton - Treasurer's Report

Dues - All dues have been collected except for one household who are making arrangements to pay in the near future.

Bills - 4 check are listed as cleared on the March bank statement:

Check 03/21/2019 1703 Linder & Goetz -75.00
Check 03/30/2019 1704 Frontier -57.98
Check 03/30/2019 1706 PUD Douglas County -17.00
Check 03/30/2019 1705 PUD Douglas County -16.00

Balance Sheet - The Board reviewed the current Balance Sheet and Profit & Loss statement.

Bank Statement - The Board reviewed the current Bank Statement which now shows ALL accounts including savings, checking & CDs and includes reconciliation. The Bank Statement is available to any homeowner who requests it.

CD: The Board discussed splitting a CD of approximately \$75K that is maturing into smaller amounts and laddering it with varying terms and interest rates to obtain the maximum return. Kim Rose to provide an analysis but the Board agreed on this in concept.

General Funds

At the close of 2018, the Board approved taking all but \$1,000 of \$4797.50 unspent general funds into a savings account. budget and expenses.

SEPTIC - Report given by Dan Bigos

Recent activities

- Install new gaskets in the lids of each of the 6 dosing tanks to prevent fumes from emanating from them.
- Investigate replacement of ugly concrete covers on 6 shut-off valve ports with smaller, more durable HDPE covers.
- Continue to take monthly statistics regarding pump cycles and minutes of usage.

Septic Reserve Study

Septic committee conducted a detailed evaluation of current and future replacement costs for all septic system components - beginning with the transport pipes that run under highway 28 and Quincy and ending with the 6 drainage fields in the orchard. An itemized spreadsheet details the estimated costs for each item. Note that it is near impossible to accurately predict the life of components without volumes of historical usage and failure data.

Estimated costs for replacement of **all** of these items today - April 2019 is \$516,449. The septic committee also looked at three possible repair/replacement scenarios with the goal of determining an appropriate reserve fund level.

1. Scenario 1: budget for repair/replacement of a portion of the major components and 1 drain field: \$105,085.
2. Scenario 2: budget for repair/replacement of a portion of the major components and 2 drain fields: \$171,630
3. Scenario 3: budget for repair/replacement of components over the next 10 years, based on expected life: \$130,774

Septic committee also analyzed the usage of the 6 septic systems since 2009. Usage correlates closely with home construction. Systems 3 and 2 have the most usage. Systems 4 and 5 have the least usage.

Based on usage data - gallons per day pumped to a drain fields, pump cycles, homes unoccupied because of vacancy, work, travel, vacation, lots not yet developed - the system is underutilized. That should help extend the life of most components in the system.

The septic reserve fund was initiated in 2009 with an annual contribution of \$225 per lot. That amount has not changed. Today the reserve fund has \$83,179. That is not an exact multiple of \$225 because of expenses that have occurred in past years.

Based on the septic committee's analysis, we recommend to continue to add to the septic reserve fund and that the annual \$225 contribution be adjusted, beginning in 2020, based on a local consumer price index. Because of the difficulty of predicting component failure, this study should be updated annually to account for repairs or replacements and adjust the reserve fund recommendations accordingly.

The septic committee will work with the ASHOA board to schedule a meeting for all interested neighbors to present the analysis and rationale behind this evaluation in much greater detail.

Septic phone line change

The Board discussed changing phone company providers at the drain field from \$58 to \$39. This phone line allows electronic monitoring of systems if an alarm goes off. The Board decided not to change lines because the system is working very well and sometimes changing technology could have a ripple effect costing more money if the new system did not work as well as the old.

Drainfield now has an **address** so the GPS location service works. This is help for vendors who are providing service.

Memorandum of Understanding with Ricardo (orchard owner) was given to the board to review.

NEIGHBORHOOD SECURITY

Kim Rose proposed creating a “security/safety” committee which would share information regarding security systems and perhaps interfacing with police. There has been one home break-in and there has been some suspicious activity. This committee would not require a intensive commitment but it might serve as a focal point for information and perhaps even a link with Police. Please let us know if you are interested.

LANDSCAPE PROJECTS

Trees behind Blue Heron RV Park Project

A group of members primarily, but not exclusively, living on Blue Heron have a project proposal and have approximately \$8950 in pledges to complete the project. This project entails planting a row of trees from Aspen Shores Drive near the highway, down and behind the RV park. Scott Backstrom spoke of this project and the fundraising efforts. Clark & Nancy Eaton have pledged \$5,000 towards the project and many smaller donations have been pledged. The Eaton’s have given the HOA a deadline for completion to enact the pledge.

Project Information

- Help complete the Aspen Shores development plan which was not finished because of the untimely death of the developer
- Provide Beautification
- Provide Security
- Provide a potential Dust/Sound barrier
- The type of tree is yet to be determined but Leland Cypress are on the list.
- The Committee on this project is being mindful of DOT boundaries; overhang at RV park; fire danger and maintenance costs.
- Costs for trees is approximately \$6,000 and includes tree planting, drip heads installed, and guarantee for one year for in case of tree attrition.

It was noted that all landscaping completed in the past was done with HOA funding and often with Volunteer Labor. This project would be self-funding.

The major impediment to this project is the allocation of water shares and working through the bureaucracy at the Water Department. Scott Backstrom is the person on record as representing the HOA at the Water Department. Pat Boynton offer to assist Scott Backstrom.

MOTION: Motion to go forward with water planning and provisional approval of the Blue Heron Tree Project with the caveat that no HOA funds will be used, the HOA board will provide final approval and the Vice President Laine Witte will be the HOA Board Contact. The HOA Board will provide consideration to participate in funding of survey and engineering.

Ayes: 5 No: 0

Landscape Committee formation

A landscape committee is now forming. The following people have expressed their interest in the committee Sue Baker, Steve Woods, Laine Witte, Scott Backstrom, Libby Morgan and potentially Bill Koster. Sue Baker offered to coordinate.

HOA VOTING

Electronic voting test by board members - we want to stay legally compliant. Discussed software, <https://electionbuddy.com/>, which the Board recently conducted a test. Accommodate members not wishing to vote electronically

Motion: Include electronic voting on all manner of things for the HOA to include a provision a paper ballot alternative will be provided if a person so desires with the caveat that the Bylaws be updated and analyzed for discrepancies.

Ayes: Five No: 0

BYLAWS: Discussed a committee to study changes to bylaws.

General Meeting: Discussed October 26 as possible date.

Meeting Adjourned 3:02pm