

River Meadows @ Ski Tip

July 7, 2007

9:00 – 11:00

HOA Board of Directors Meeting Minutes

KTTR Offices

Note Taker:	Darren Walsh	Type of meeting:	Board Meeting
Attendees:	Darren Walsh, Steve Szapor, Debbie Hiratzka, Andrea Sonderfan, Marty Gotantas		
Absent:	Mike Magliocchetti		
Approval of Past Minutes:	Yes		
Next Meeting:	July 20 @ 10:30 AM (location: conference call) to discuss Master Insurance and Deep Root Feeding for landscaping.		

Minutes

Agenda item: Master Insurance **Presenter:** Andrea Sonderfan

Discussion:

KTTR has received two quotes for a master insurance policy for the HOA, which would replace all of the individual owners' insurance policies on the structures that we currently have at River Meadows. If we do go forward with this approach, the bylaws would need to be amended as well. Current challenges with existing insurance approach are: a) possibility that owner(s) does NOT carry any insurance; b) possibility of gaps in coverage or overlaps between duplex members. We believe this route would be cheaper as well as less risky.

Conclusions:

Farmers Premier Coverage (\$8,877) and American Family (\$5,511), both with \$5,000 deductibles.

Action items

	Person responsible	Deadline
✓ Meet with Leslie Wiese of American Family to get overview of deal	Andrea Sonderfan	July 20
✓ If agree, then Bylaws need to be changed after Members get updated and a chance to vote on the measure (if needed)	KTTR	

Agenda Item: Capital Reserve Study **Presenter:** Andrea Sonderfan

Discussion:

Two quotes were received to provide professional engineering services that evaluate River Meadows HOA future capital expenditure projections and develop a Capital Reserve Plan to meet our needs. Borne Engineering (\$2,300 + expenses) and WJE Associates (\$4,600) were evaluated.

Conclusions:

Agreed to go forward with Borne Engineering, with the expectation that additional expenses will be no more than the 10-15% of the \$2,300 fee. We agreed to pay this fee out of the "RESERVE ACCOUNT".

Action items

	Person responsible	Deadline
✓ Sign Agreement with Borne Engineering	Andrea Sonderfan	July 17
✓ Review results of Study	KTTR	October

Agenda item: Landscaping **Presenter:** Darren Walsh

Discussion:

The HOA feels that the landscaping needs to be looked at closely and steps taken to clean it up. Dundee is responsible for the landscaping for 2 years. This includes the removal of noxious weeds, replacing dead trees/shrubs, and reseeding the grass areas to complete the fill-in of the property. Summit Landscaping has also

sent in a separate bid for lawn fertilization (\$80 each application), deep root feeding of shrubs/trees (\$2,538 per), and irrigation check services (\$150/month).

Conclusions:

There are still many open questions on how to proceed here. See action items below.

Action items	Person responsible	Deadline
✓ Find out what is the “end date” for Dundee landscaping warranty	KTTR	
✓ Send out Noxious Weed pictures/information to Owners	KTTR	
✓ Letter to Greg Finch to find out their plan on Landscaping and steps	KTTR	
✓ Decide on Deep Root Feeding or not (\$2,538 per feeding) and if the correct number of shrubs/trees included in this quote (Summit)	Board	
✓ Decide on Irrigation Check services (\$150/month, Summit) – does this include fix & repair services?	Board	
✓ Dead trees/shrubs to be replaced	Summit Landscaping	
✓ Find out what is KNC’s role & responsibility for taking care of roundabout landscaping and River Meadow monument landscaping	KTTR	

Agenda item: Review Financials **Presenter:** Andrea Sonderfan

Discussion:

Nothing major to report. All account actual expenses are at budget or show a positive variance against budget.

Conclusions:

Action items	Person responsible	Deadline
✓ Show how, when & if 2006 operating surplus moved to Reserve Funds	Andrea Sonderfan	October
✓ Check into Working Capital account requirements on the Reserve Balance Sheet – how much of these funds can be treated as our general Reserve?	Andrea Sonderfan	October

Agenda item: Window Washings **Presenter:** Darren Walsh

Discussion:

Currently the HOA has 1 washing per year at a cost of \$2,500. The last washing occurred in May, 2007. Response from owners has been positive so far. Question under consideration is whether to increase number of washings from 1 to 2 per year.

Conclusions:

We agreed to wait and see how the recent washings hold up over time.

Action items	Person responsible	Deadline
✓		

Agenda item: Trash Bins **Presenter:** Debbie Hiratzka

Discussion:

Need Bear-proof trash bins & recycle bins (like Settler’s Creek has).

Conclusions:

Action items	Person responsible	Deadline
--------------	--------------------	----------

Agenda item: Common Area Builder's Warranty

Presenter: Darren Walsh

Discussion:

The River Meadows common areas are still under warranty, but no one knew for certain when the warranty ended. There are some areas that may need to be fixed. The "skating rink" in front of the River Meadows monument was discussed and a solution to our drainage problem may need to involve the builder as well.

Conclusions:

Action items

Person responsible

Deadline

✓ Find date that Warranty ends and review/send **punch list** to Dundee

KTTR

August

✓ Identify solution to "skating rink" with Dundee

KTTR

August

Other Information

Dakota Pool:

There is a changing room on the Dakota Pool deck located in the shed between the towel racks. Your key cards will allow one to access this room (shower, changing area, and bathroom).

Flooding:

Steve mentioned that we should pay attention to the location of the Snake River, as beavers have been known to create dams that re-route the river flow. And last Fall it came very close to our property lines.

Roof Heating Tape

Remember to switch OFF your breaker that controls the Heating Tape on the roof during the summer months.

Outdoor Lighting:

KTTR is responsible for changing the bulbs in the light-sensitive fixtures over the garage. Please contact KTTR if you have any issues. We also approved using a longer lasting and more expensive bulb.