

APPROVED

03/07/2013 Minutes
McNary Highlands Homeowners Association Board Meeting

In attendance: Chris Sutton, Molly French, Glen Miller, Connie Wilbanks
Owners Present: Ken Sutton, Gille Wilbanks, Gwen **Anderson**

No Owners Forum

Meeting started at 6:30

1. Landscape Contractors' Presentations:

Each contractor had 10 minutes to present their proposals with a 5 minute question and answer period following. Those contractors presenting were:

- DeSantis Landscape
- Green Thumb Landscape
- Southwest Landscape
- Enstrom Landscape

The volume of information presented and the full agenda precluded reaching decisions regarding awarding the contracts. Each board member is asked to review the proposals and if interested call provided references and inspect projects completed by the contractors. A subsequent meeting will be held **on 03/21/13** to discuss the proposals and reach a decision regarding the awards of the contracts.

2. Water Audit Results:

The audit conducted on 3/6/13 identified a serious water leak in building 1 and leaking toilets in **buildings 2, 3, 4, 5 and 7**.

- Connie made a motion to retain Michael Fend and a CMI maintenance person to conduct a leak detection survey to find the leak in building 1. Molly seconded. Vote passed. Ken will schedule with Fend and CMI maintenance person.
- Several processes were discussed about testing for leaky toilets. Option 1: Have CMI provide maintenance person to perform dye tests. Option 2: Hire a "handyman" to perform dye tests. Chris will check with CMI regarding hourly charge for CMI maintenance person and Connie will check regarding hourly charge for "handyman"; reports from each will be given at next meeting.

3. Ken Giblin Inspection Report:

In addition to the inspection report, Ken Sutton provided comparison summaries of Reserve Studies for 2011- 2013.

- This comparison indicated that landscaping and items that were identified for repair/replacement/maintenance in 2012 were not completed (\$89,900 budgeted/ \$27,354 spent).
- With further input from treasurer, we will work at prioritizing/budgeting landscaping and replacement/repair/maintenance work.

4. Tree removal proposals:

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- Glen provided the three bids he collected for the removal of 21 trees (four affected by laminated root rot and 17 within a 50' radius): Hunter \$11,750; Morton - \$3,895; NW Tree Specialists - \$4,137
 - Discussion on the condition and about replacement plantings followed.
 - Chris requested that Glen provide the Hunter report on laminated root rot and the estimates to all board members. Once board members receive the information we are responsible for reviewing it to discuss at next board meeting.
 - It was noted that the owners of units in buildings 3 & 4 should be informed about the tree issue.
5. Review of budget: See notes for Item 4, Inspection Report
6. Violations with the exception of black screen doors: Carry over/lack of time.
7. CMI authority for Action Items: Carry over/lack of time.
- Items 1.1-1.6 various repairs – Aspen
 - Items 1.7-1.10 earth contact – DeSantis
 - Item 1.11 wash mailboxes – CMI
 - Item 1.14 505 trip hazard – bid dated 5/23/12 from Safe Sidewalks
 - Item 1.15 702 trip hazard – bid dated 5/23/12 from Safe Sidewalks
 - Item 1.20 & 1.24 – DeSantis

NEXT MEETING: March 21, 2013 at 6:30, clubhouse

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Meeting adjourned at 9:00

Respectfully submitted,
Connie King-Wilbanks