

MINUTES
The Parks Board of Directors Meeting
April 21, 2010

Location: Cascade Middle School Library

Time: 6:30 P.M.

Call To Order: 6:35 P.M.

Quorum – Yes (Stephanie Uetrecht, Eric Eidler, Jerry Jerome)

MINUTES

Motion: It was moved by Eric and seconded by Jerry to approve March minutes. The motion was unanimously passed.

FINANCIAL REPORT

Eric reported that the December financials were complete as of the last meeting. There was nothing major to say about the financials last year. There was \$1500 of bad debt last year.

Motion: It was moved by Eric and seconded by Jerry subject to an audit later in the year to approve the December financials. The motion was unanimously passed.

Past dues are now starting to creep up a bit.

Motion: It was moved by Eric and seconded by Jerry to approve the March financials. The motion was unanimously passed.

MANAGER'S REPORT

Jim's report -

Working with Botanical to manage watering. Also working on plan to add some plants to bed areas.

OLD BUSINESS

Hayden Punch List - Hayden is committed to doing everything on last February's punch list. Jim said there are five items on the list to have done by May. He expects everything to be done by May. The remaining items include the following items:

- 1) Sidewalk on Fisher Lake breaking
- 2) \$200 check for swale cost
- 3) Removal of rock pile debris near adventure park
- 4) Repair asphalt on Goose Lake Way
- 5) Provide documentation drawings for the swale area

Hayden is not willing to work on the replatting project. The board would like a memo or letter from Hayden stating this in writing.

Action: *NWAM will request a letter from Hayden documenting Hayden's position on this issue.*

Members added that some No Parking signs still need replaced around Cultus Lake.

Action: *NWAM will look at this and take care of this issue.*

Road Repair and Tree Removal on Lost Lake - The trees in the median on Lost Lake are causing large bumps in the asphalt.

Motion: Remove the large Ponderosa tree and aspen trees at the east end of the median on Lost Lake Dr, road repair contained in the original bid provided by Tri County Paving and addition of new vegetation for a budgeted amount not to exceed \$6500.

This motion was unanimously passed by the board.

The board expects a walk through on this project to withhold final payment until the project is complete to our expectation.

Basketball Court Rejuvenation:

Bids were reviewed for rejuvenation of the basketball court by the pool.

Motion: Install new professional quality basketball hoop, paint lines and apply coating surface to the entire area including the handicap parking area for an amount not to exceed \$5000.

This motion was unanimously passed by the board.

The board expects a walk through on this project to withhold final payment until the project is complete to our expectation.

Painting Projects:

The bid was reviewed for painting projects around The Parks.

Motion: Paint not to exceed a budget of \$18500 for work by Ben Siebel as described in his bid. This motion was unanimously passed the board.

The board expects a walk through on this project to withhold final payment until the project is complete to our expectation.

Rock Rejuvenation:

This project includes rock areas throughout The Parks.

Motion: Refresh the rock areas by Botanical for a budget not to exceed \$2000. This motion was unanimously passed the board.

The board expects a walk through on this project to withhold final payment until the project is complete to our expectation.

Barking Project on Cultus Court:

Send letters to homeowners to state that we want the owners to put in grass on the strip or we will add bark and send the bill to them for the bark. This area needs improved.

Action: *NWAM will send letters to homeowners within the next few weeks about this matter.*

General Maintenance in the Parks:

A bid is needed for stone repair on columns in the park structures. This is needed at the BBQ but other areas should be reviewed. Bricks are either loose or unattached in areas.

A few rocks are loose at the entrance sign need repaired.

Rebar removal behind low wall at BBQ park.

Pavers in alleys by drains.

Meter box enhancement to make them look better. Paint the box near the adventure park.

Depression on Cultus Lake near mailbox.

Action: NWAM will oversee this list of general maintenance.

Vacant lots on Cultus need vegetation clean up reminder letter.

Action: NWAM will send letters to lot owners reminding them about lot clean up requirements.

The City of Bend requires a backflow inspection yearly. Each homeowner should know they need this done yearly. A reminder should be sent to homeowners in the meeting reminder newsletter.

Action: NWAM Include a reminder about backflow testing in the upcoming newsletter.

Annual Meeting Update:

Email Jim with items wanted in the annual meeting mailer.

NEW BUSINESS

ARC Report

There have been many fast track applications. No outstanding issues.

Maintenance Reminder:

Reminder letters were sent to homeowners that were contacted in the fall to complete home projects. Christina and Guy will walk through to verify the work has been done once the due date occurs.

Neighborhood Social

A neighborhood social is tentatively scheduled for Saturday June 5 at the BBQ between 1-3pm. The association will pay for burgers and hot dogs along with beverages at this event. A flyer will be available at the pool key handout events.

Action: Prepare flyer for the pool key handout dates. Also include note in the upcoming newsletter. Add info to web site.

Pool Keys

New pool keys will be issued on Saturday May 1 and Saturday May 8th. If a homeowner is past due on the April dues, keys will not be given until the homeowner is current.

Pool Key Distribution:

Christina will be there at both dates.

Eric and Steph will attend on May 1st. Jerry and Steph will attend on May 8th. Other board members are welcome to participate during the key handout event if available.

A pool rule flyer will be handed out at the event. Christina will check if owners that have not completed landscape projects from the fall walkthrough could have keys withheld to those owners.

Action: NWAM will prepare a pool rule flyer including general pool rules, updated adult lap swim times to be handed out at the event.

Comments from Guests:

Jungle Gyms:

A neighbor inquired about adding structure to one of the park areas for kids. The neighbor will look at this and find out about the cost of the structure.

Next Meeting:

The next meeting is the annual meeting scheduled for Wednesday May 19, 2010 at 6:30pm at Cascade Middle School.

Adjourn:

Motion to adjourn at 8:09PM. Motion passed.

Respectfully Submitted,
Stephanie Uetrecht