

Arbor Roses Homeowners Association
Board of Directors Regular Meeting Minutes
August 21, 2007

Call to Order:

A regular meeting of the Arbor Roses Board of Directors was called to order at 6:32 p.m. on Tuesday, August 21, 2007, at the Arbor Roses Clubhouse. The Directors in attendance were as follows:

- Doug Balzer, President
- Michele Herman, Secretary
- Amy West, Director

Acceptance of 8/21/07 Agenda:

Doug Balzer moved "that we modify the agenda to include 'Sub-Committee Responsibilities' and the 'Extension of the Pool Season' to the new business section of the agenda." The motion was seconded by Amy West and approved.

Reading & Approval of 7/17/07 Meeting Minutes:

Amy West moved "that we approve the meeting minutes from July 17, 2007." The motion was seconded by Doug Balzer and approved.

Financial Update:

Doug Balzer provided an update regarding the financial state of the Arbor Roses Homeowners Association.

Unfinished Business:

Architectural Review Study – Update & Special Assessments

Doug Balzer moved "that a special assessment of \$113.42 be assessed against the townhomes and rowhomes (265 units), to be collected in three equal payments of \$37.82 for the payment of the water intrusion study." The motion was seconded by Amy West.

Michele Herman moved to amend the motion to add the statement "that we begin assessing townhome and rowhome owners the billing cycle following notification of the special assessment." The motion was seconded by Amy West and approved.

The main motion, as amended, was approved by all.

Water Feature Malfunction & Repair Update:

Michele Herman moved "that we approve the costs to renovate and repair the water feature at the entrance of the Arbor Roses Community at a cost not to exceed \$2000." The motion was seconded by Amy West and approved.

Clubhouse Window Washing – Proposal Review:

Michele Herman moved "that we accept the proposal submitted by Gleaming the View window

cleaning service for the cleaning of the interior and exterior windows of the Arbor Roses Clubhouse at a cost not to exceed \$250.” The motion was seconded by Doug Balzer and approved.

New Business:

Clubhouse Carpet Cleaning – Proposal Review:

Michele Herman moved “that we accept the proposal submitted by Motts Carpet Cleaning for the cleaning of the carpeting in the Arbor Roses Clubhouse at a cost not to exceed \$550.” The motion was seconded by Doug Balzer and approved.

Sub-Committee Responsibilities:

Committees act in an advisory capacity to the Board of Directors. Committees are encouraged to propose changes that enhance the operations of the homeowners association for the betterment of the community, and the Board of Directors has the authority to approve, deny, or modify committee proposals.

Committee Updates:

The Neighborhood Watch Committee, Pool Committee, and Social Committee provided updates to the Board of Directors.

Backflow Devices:

Notices were received from the City of Hillsboro stating that four backflow devices were going to be shut off due to incorrect installation. NWCMA has worked with the landscape installers to correct the installation issues, and all backflow devices were re-installed correctly prior to the shut off date.

WetKat Pool Service Invoice Review:

An invoice from Wet Kat Pool Service for \$550 was provided to the Board for payment approval. The invoice was for pool pump motor replacement, which was necessary due to motor damage from hair clogs.

Doug Balzer moved “that we approve the WetKat invoice for \$550.” The motion was seconded by Amy West and approved.

Roundelay Street Fir Trees:

Amy West brought forward the issue of dying/diseased fir trees in the backyards of homeowners along the South side of Roundelay Street. The Board will determine whether care of the trees is the responsibility of the homeowner or the association.

Roundelay Street – Perimeter Fence:

A proposal for completing the fence at the East end of Roundelay Street was reviewed. Further research regarding the proposal is required prior to reaching a decision.

“Off the Wall” Graffiti Removal – Proposal Review:

Doug Balzer moved “that we approve the bid from Off the Wall Graffiti Removal for up to \$745.” The motion was seconded by Michele Herman and approved.

Pool Rules – Swim Diapers:

An article on swim diapers and swim pants, published by the Centers for Disease Control (CDC), was read. After reviewing the contents of the article, the Board of Directors determined that the pool rules should not be changed to allow swim diapers to be worn in the main pool.

Pool Management Personnel:

Beginning on Thursday, August 23, 2007, a pool manager will be monitoring activity within the pool area from 11:30 a.m. – 8:30 p.m. on a daily basis. In order to assist the pool manager in fulfilling his responsibilities, key fob access through the rear gate to the pool area has been disconnected. This gate is accessible for use as an exit only.

Extension of Pool Season:

Doug Balzer moved “that we extend the pool season through September 30 and close the pool season at 10:00 p.m. on September 30.” The motion was seconded by Amy West and approved.

Pool Rule Enforcement:

The topic of Pool Rule Enforcement was not discussed during the 8/21/07 Board Meeting and will be added to the unfinished business section of the 9/18/07 Board Meeting agenda.

ARC Membership:

The topic of Architectural Review Committee (ARC) membership requirements was discussed.

In-Home Child Care:


The In-Home Child Care Resolution will be reformatted so that it is in the same format as all other resolutions. Additionally, the In-Home Child Care Application will be updated for consistency in verbiage between the resolution and the application.


Homeowners Open Forum:

An open forum for homeowners to voice concerns and ask questions was held.

Adjournment:

Doug Balzer moved “to adjourn the meeting.” The motion was seconded by Amy West and approved. The meeting adjourned at 8:48 p.m.


Michele Herman 9/18/07


Doug Balzer 9/18/07