

CALL TO ORDER

President Cliff McIntosh called the meeting to order at 7:01 pm.

BOARD MEMBERS PRESENT

Cliff McIntosh, President
Bruce Upton, Vice President, Architectural Chair
Lisa Courneya, Secretary / Treasurer
Butch Hulstrom, Member at large
Joe Duran, Safe Streets Chair
James Madison, Member at Large
Shawna Wallace, Member at Large

Secretary Courneya informed President McIntosh that Board Member quorum is present.

STAFF PRESENT

Michelle Wittmier-General Manager (GM)
David Gowans – Facilities Manager (FM)

Motion by Joe Duran: Move to accept the January 21, 2021 meeting minutes as published except for the amendment of the number of letters received on his issue before the Board to “provided letters from 9 members.”

Second by Bruce Upton

Voice Vote: Aye –

Motion passed to accept the January 21, 2021 meeting minutes as amended.

There were no electronic motions to enter into the record.

ADOPT AGENDA

Motion by Bruce Upton: Adopt agenda as amended returning item D in Unfinished Business.

Second by Shawna Wallace.

No discussion

Voice Vote: Aye- Cliff McIntosh Bruce Upton, Butch Hulstrom, Joe Duran, James Madison, Shawna Wallace;
Nay – None, Abstained: Lisa Courneya

Motion passed: Agenda adopted as amended.

HOMEOWNERS PRESENT

Eric and Melissa Alton
Ryan and Rachel Gilbert
Adam Gregorich
April Janas
Mark Mentil
Dayna Richards
Andrew Driggers
Zach Smith

SECRETARY- TREASURER REPORT

Secretary/Treasurer Lisa Courneya presented the current WTMC financial position.

WEST TAPPS MAINTENANCE COMPANY
 BOARD OF TRUSTEES MEETING MINUTES
 February 10, 2021
 Zoom Meeting held at 7 pm

JANUARY 31ST 2021 FINANCIAL UPDATE SUMMARY WTMC

YTD	Report	Income YTD	Expenditures YTD	Balance	Notes
210131	Profit and Loss	\$15,827.34	\$50,052.09	-\$34,224.75	1
210131	Balance Sheet			\$652,396.92	2
210131	Budget			\$597,598.62	3
Note 1	This includes collection of \$11,555.80 from prior years past due accounts.				
Note 2	We are in Balance. This Balance does include the Hidden View Road Fund at \$134,129.72				
Note 3	We are at \$46,926.11 in Operating Expenditures; \$393.48 Road Expenditures; and \$2,732.50 in Capital projects and maintenance. We are 8.33% of the way through the operating year and stand at 8.93% of budgeted expenditures. This slight overage is directly due to paying the \$13,086.94 balance owing on the Liability Insurance coverage through 08/20/2021 instead of incurring monthly fees for making monthly payments.				

210131	PAST DUE REPORT DATA	PARCELS	OWING	NOTES
	Number of Parcels on report	116	\$184,451.50	1
	Number of parcels working on payment plans	9	\$16,710.56	
	Number of Parcels that only owe for two (2) years	28	\$20,045.42	
	Number of Parcels that owe more than two (2) years	107	\$147,695.52	
NOTE 1	Until Statements are sent out and the first due date for payments has occurred, all properties actually appear on the Past Due report. Therefore, this portion of the report becomes more meaningful at the end of April as we are able to reflect the parcels that have not yet responded to the annual billing. From Jan 1st to March 31st of each year only the parcels with remaining balances from the end of the prior year and the activity on those accounts are reported on in this monthly update			

OFFICE REPORT

General Manager Michelle Wittmier reported:

- 1) Working on the Mailing of the Annual Statements
- 2) We are continuing our transition work to Caliber Software as our dbase software.

FACILITIES REPORT

Facilities Manager David Gowans reported the tasks he is currently working:

- 1) Tree pruning large trees at Jenks x 7 trees and clean up.
- 2) Camera placements x 5 Total cost about \$5500.00 saving at least \$10K doing this inhouse.
- 3) Brush chipper for windstorm tree cleanup on 175th Ave Ct. Working on shoulder/footprint work on 175th at same time.

Plans for near future:

WEST TAPPS MAINTENANCE COMPANY
BOARD OF TRUSTEES MEETING MINUTES
February 10, 2021

Zoom Meeting held at 7 pm

- 1) Prune low tree and bush cover at Jenks. Attempt to hit S. Tapps with manpower on Thursday and Friday.
- 2) Brush ship anything remaining at Jenks, then out to S. Tapps, from Emerald Hill Elementary northward. Will require Flaggers and Manpower.
- 3) Brush chip and polish up Bankers Spit, greenbelt edge manicuring and Lakeridge Park work.
- 4) Destroy / remove fir from the lake. Have permission from CWA Operations Manager.
- 5) In April: Administration, hiring and training and operations and labor focus.

ARCHITECTURAL

GM Wittmier reported that there are no new issues being worked on at this time.

VIOLATIONS

No items at this time

SAFE STREETS

Joe Duran reported that, he had a conversation with Andrew Driggers and that they were planning on sitting down together and plotting out how to go forward with developing a meaningful program for the individual portions of our community.

I.T.

Lisa Courneya reported the time line of the new website, noting that it was just up and running June 2020, noting that we have been working on populating all of the various portions of the site. Some of the portions of the site are not active yet, but we will continue working on articulating and populating the site.

UNFINISHED BUSINESS

Sec/Treas Courneya reported that the Bank Changeover is almost completed, with the largest item still pending further work with Chase Bank on how to move the LTDC Sewer Trust.

The Dec 12, 2020 Annual Meeting Minutes and the Question-and-Answer document are completed from the review and editing work that the Board did at their January 24th, working session and will be posted on the Website marked Draft until the 2021 Annual meeting when the owners will take action to ratify them.

The unanswered Questions from that same meeting will be posted as well. The answers to those questions will be posted as a separate informational document, not part of the Annual Meeting Minutes since the answers were not provided at that meeting.

Joe Duran requested action from the Board on the removal of the cedar trees with the dying tops located in the park in front of his property. A discussion followed.

Motion by James Madison: Move that we contact his arborist, Anthony Moran of Superior NW, on what to do about the trees for a second opinion report for safety and tree maintenance.

Second Joe Duran

There was no further discussion.

Voice Vote: Aye- Joe Duran, James Madison, Shawna Wallace, Cliff McIntosh; Nay- Bruce Upton, Lisa Courneya; Abstained- Butch Hulstrom.

Motion passed to contact Anthony Moran of Superior NW for a second opinion report on the trees.

The issue of painting the speed bumps on 178th was moved into the Road Repairs item.

The issue of the installation of speed bumps on Lakeridge Drive was discussed. Joe Duran reported that two owners had approached him on the subject and that he had provided the procedure to them. Then Covid interrupted everything, Mr. Duran will reach back out to those owners.

The issue of repairs and resurfacing the WTMC private roads was discussed. James Madison stated that he felt we do not have adequate information and bids to move forward on this project. Mr. Madison requested that he be present for all Bid walks. A discussion followed. More work is needed to determine the sequence of the course of action that needs to happen for this project to move forward.

The issue of the Bankers Spit gate project scope of work was discussed. Should we install pedestrian Key Card gates at the Park now without having to deal with the issue of a key card activated vehicle gate and the entire issue of the need to move our fencing back onto our property line and how that would work with this project. The Board determined it needed to do more investigation on the entire project to clarify what the statement of work will be before we can work on obtaining bids for any portion of the project.

The issue of how Bankers Spit will be governed related to dogs on and off leash was discussed. Various ideas were put forward, including installing a fence beyond the clearing with the walking bridge with the area beyond the fence being for off leash and the area from the park entrance to that new fence being on leash. The placement of that suggested fence was discussed. The idea of odd /even days for leash or no leash. It was decided to leave the rules as they are until we come up with a final decision on how to move forward on this issue of leash or no leash.

The issue of purchasing a concrete garbage can, like the ones we have at Bankers Spit for the Ballfield was discussed.

Motion by Butch Hulstrom: Move that we purchase the requested garbage can.

Second by Lisa Courneya

A discussion followed on various aspects of the suggestion.

Voice Vote: Aye- Cliff McIntosh, Bruce Upton, Lisa Courneya, Butch Hulstrom, Joe Duran, Shawna Wallace;
Nay -none, Abstained- James Madison

Motion passed to purchase a concrete garbage can for the Ballfield.

The issue of replacing the Bollards at the front of Jenks Park was discussed.

Motion by Joe Duran: Move that we accept the concrete rounded solo tube Bollards.

Second by James Madison

Discussion followed including noting that other bollards within Jenks Park need replaced as well.

Joe Duran withdrew his motion, requesting that this item be worked at the next working meeting.

NEW BUSINESS

Lisa Courneya started the discussion on a Quarterly Newsletter that would be published on the website. Shawna volunteered to work with Lisa on the newsletter.

Committees were discussed.

Architectural Chair is Bruce Upton, willing to stay on, Yes-Voice vote Aye-Bruce Upton, Cliff McIntosh, Butch Hulstrom, Lisa Courneya; Nay – None: Abstained- Shawana Wallace, Joe Duran, James Madison
Safe Streets Chair is Joe Duran, willing to stay, Yes – Voice Vote: Unanimous

WEST TAPPS MAINTENANCE COMPANY
BOARD OF TRUSTEES MEETING MINUTES
February 10, 2021

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Violations Chair: Shawna Wallace, willing to serve, Yes- Voice Vote Aye – Unanimous
Park Chair: James Madison, willing to serve, Yes – Voice Vote Aye, Shawna Wallace, Joe Duran, James Madison, Cliff McIntosh, Bruce Upton; Nay – none; Abstained- Butch Hulstrom, Lisa Courneya
Project Chair: James Madison, willing to serve, Yes- Voice Vote Aye- James Madison, Joe Duran, Shawna Wallace, Bruce Upton, Cliff McIntosh; Nay- none; Abstained- Butch Hulstrom, Lisa Courneya

GM Wittmier went over the Board Contact list with the Board, requesting that they review the information for accuracy and please each send an approved copy back so the list can be finalized for distribution to the Board to facilitate ease of contact between members.

Lisa Courneya went over the Meeting Schedule with the Board.

Lisa Courneya put forward the proposal that WTMC purchase a chipper instead of the repeated rentals it takes to deal with all of our chipping needs. The discussion turned to the need to be able to secure the equipment from theft or vandalism before we purchase an item of this type.

Motion by Joe Duran: Move that we adjourn this meeting

Second by Shawna Wallace

Voice Vote: Yea – Unanimous

Motion passed to adjourn meeting

President Cliff McIntosh adjourned the meeting at 9:26pm.

NEXT MEETING SCHEDULED WEDNESDAY March 10, 2021 7:00PM

Respectfully Submitted:

Approved:

Michelle Wittmier 3/24/2021
Michelle Wittmier, General Manager

Lisa Courneya, Secretary/Treasurer 3/24/2021