

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of February 11, 2004
Annual General Meeting

Attendees: Eric Persson, Vince Porto, Cathy Poulos, Jennifer Robertson, and Chris Robertson, David Riley

Board Member absent: Jim LaBau

Households in Attendance: 6 (Sign-in sheet attached.)

Proxies Received: 27

Quorum

- ? President Eric opened the meeting at 7:00 pm and established a quorum with a minimum of four board members and 10% of the household's present/represented.

Approval of minutes

January:

- ? The minutes of the January board meeting were reviewed.
- ? No motion to accept/reject meeting minutes.

President's Message

- ? Purpose of the Board.
 - ? Maintain standard of the neighborhood.
 - ? Eric read bylaws that apply to maintain standards of the neighborhood.
- ? President's Objectives.
 - ? Standardize procedures.
 - ? Improve communications
 - ? Better letters
 - ? Website
- ? Ownership turnover
 - ? 16 properties per year for the last 3 years.
 - ? Resale Certificates
 - ? Added to the Resale Certificates to explain what it is and what its for.
- ? Welcoming Committee
 - ? It seems to be working. The board is making connections with new homeowners.
- ? Klatt/Bayshore Community Council
 - ? They meet the 1st Thursday of every month.
- ? Board Accomplishments

- ? Policy and procedures have been standardized. (And continue to be worked towards.)
- ? Ownership/maintenance of Tract I
- ? Website
 - ? Owner information.
 - ? Correspondence
 - ? Board Activity.

Treasurer's Report

- ? Financial statements as of December 31, 2003, close of the year.
- ? 2004 Budget
 - ? Explained how we came up with the budget.
 - ? Explained capital improvements.
 - ? Explained chart of accounts and improvements we've made to it.
 - ? Owner question, what grounds do we maintain? Along Bayshore, Tract I, we mowed down 100th a couple of times because it was so bad.
 - ? Owner question, what is electric? Electric is the lighted brick wall off 100th on Bayshore.
 - ? Owner question, rent? P.O. Box and Annual Meeting locations.
 - ? Owner question, do we have property taxes on Tract I? Not as of yet, Eric will look into whether or not we should expect them to kick in. Owner suggestion, perhaps we are an exempt entity.
 - ? Owner question, what kind of insurance, liability for common grounds.
 - ? Discussed Tract I history.

Grounds Report

- ? We are likely taking over Tract I mowing.
- ? Cost of mowing for 2003 was more expensive than 2002 by \$1,800.
- ? Review of new trees and existing trees.
- ? Tract I improvements built into the budget. Adding a walkway on Bettles across from Eshamy.

Architectural Control Committee (ACC)

- ? Review of homes not in compliance and what the plan for them is.
- ? Review of new procedures.
- ? Plea for help and volunteers.

Vehicular

- ? New issues affected parking for a while in December and January.
- ? RV parking in driveways is an issue every now and then.
- ? Speed bumps have been mentioned and investigated by the board. The temporary ones are not very sturdy.

General Comments

- ? Bike path between Eshamy and Mears.
- ? The bike riders just shoot off that path into Eshamy without slowing down or looking for traffic. Can we do anything to slow them down?
 - ? Ideas considered:
 - ? Stop sign on the bike path, neg: most people would not pay attention to a simple sign.
 - ? Fence at the end of the bike path, neg: bike riders would go up into the homeowners yard to avoid fence.
 - ? Speed bumps, neg: make plowing the walk in the winter difficult if people are using plows.
 - ? Cross walk, neg: cars would ignore or not notice enough to make a difference; bike riders wouldn't use it on a regular basis.

Elections

- ? New nominations:
 - ? Bruce Rogers nominated himself, Board Member, via proxy.
 - ? Dan & Jennifer Brushan, Architectural Volunteer.
 - ? Jolee Sullivan, Welcoming Committee.
 - ? Bill Steele, General Volunteer.

Motion to close nominations.

Moved by Lisa Rogers, seconded by Tom Jarvis **Carried**

? Any discussions? No.

- ? Voting for Officers:
 - ? Cathy – Unanimous
 - ? Chris – Unanimous
 - ? Bruce – Unanimous
 - ? Vince – Carried

Floor Open

- ? Barry/George/Kathleen wish to buy parcel of Tract I.
 - ? Purpose of restricting access to the land in case ABOA wishes to sell.
 - ? If we sell to these homeowners, how do we tell other homeowners adjacent to Tract I they can't buy?
 - ? We need 2/3rd vote to sell anything.
 - ? Getting 2/3rds is a lot of work.
 - ? Therefore the board has voted to putting its energy into improving/making the Tract pretty for all the homeowners, for now.

- ? This is subject to change based on what the homeowners at large would like to do.
- ? Capital Projects and Maintenance
 - ? Tract L
 - ? Survey
 - ? Permits
 - ? Building a path/walkway
 - ? Repair rockwork around sign at 100th and Bayshore.
 - ? Refurbish/replace ABOA signage.
 - ? Repair/refinish portions of 100th fence.
- ? Any ideas for future developments?
- ? Owner complaint, dogs are out very late
 - ? If you can identify the homeowner and let Eric know, he will send a letter.
 - ? New ordinance regarding barking dogs here in the municipality.
- ? Does the Board have a list of contractors for home repair/improvement homeowner's have had success with? No.
- ? When do homeowners start worrying about their roofs needing to be replaced/maintained?
 - ? Eric reviewed and investigated alternatives and the Board has voted to stick with cedar.
- ? What's the best way to maintain cedar?
 - ? Vince has done the maintenance himself, he's added zinc strips to eaves, removed all moss when it shows up, uses Thompson Water Seal pressure wash to clean.

Motion to adjourn.

Moved by Eric Persson, seconded by Chris Robertson. **Carried**

Meeting adjourned 9:12 pm.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of February 23, 2004
Board Meeting

Attendees: Eric Persson, Cathy Poulos, Chris Robertson, Marie Steele. Vince Porto arrived at 7:26 pm.

Board Member absent: Jim LaBau, Bruce Rogers

Quorum

- ? President Eric Persson opened the meeting at 7:07pm, a quorum was not established until Vince arrived at 7:26 pm.

President's Report

- ? Eric presented copies of the Alaskan Bay Owners Association Bylaws and requested that all members review the document. The document was read and discussed. It was determined that, according to Article IV of the Bylaws, the Board of Directors consists of five persons. The Board of Directors and officers of the Association are not necessarily the same people. The principal officers are the President, Vice President, Secretary, and Treasurer.
- ? The web page at aboa.org is up to date with just a few corrections necessary.
- ? There was discussion relating to the property tax on Tract I, a homeowner at the Annual General Meeting disclosed that she thought the property tax obligation for Tract I was split among the homeowners in the Association.

Treasurer's Report

- ? Cathy and David Riley presented the Treasurer's report.
- ? There are three homeowners currently past due. If these homeowners are not current by the end of April they will receive a letter giving them 30 days to submit payment and informing them that if payment is not received, a lien will be placed on that property.
- ? Tract I recordation is complete.
- ? Discussion was held on the deadline for transferring the ABOA checking account from Morgan Stanley Dean Witter to Credit Union 1. A resolution is necessary to secure that change.

Motion to transfer all Alaskan Bay Owner's Association assets from Morgan Stanley Dean Witter to Credit Union 1.

Moved by Chris Robertson, seconded by Vince Porto.

Discussion: Eric questioned whether or not this account would have online access. Cathy and Dave answered in the affirmative.

Carried.

Architectural Committee:

- ? Vince would like the Board to assign or elect a paid Secretary to deal with letter writing and phone calling on issues affecting the neighborhood. Eric stressed that it was a valid point to discuss, but should be tabled until there is a full board with assigned duties and the members have had the opportunity to clearly define the resolution process.

Motion to have the Board assign drafting of a job description to assist in the execution of routine duties with the intent being to hire someone to fulfill those duties.

Moved by Vince Porto

Discussion: Need to come up with a process before hiring, need to have more discussion with a full board.

Motion to table this issue until the next Board meeting.

Moved by Eric Persson, seconded by Chris Robertson. **Carried**

New Business

- ? Setting Board positions:

Some discussion was held. Jennifer prefers not to be secretary due to increased family commitments. Marie Steele will be Secretary only if necessary. Continued discussion and final determination of Officers will be tabled until a full membership can attend.

- ? Spring Newsletter –
Eric discussed his ideas for the Spring Newsletter:

- Neighborhood Picnic
- Neighborhood Capital Improvements
- Annual General Meeting Notes
- Budget Items
- Leaf Minor update and reminder
- Tract I purchase complete

- ? Future Board meeting dates – Next Board meeting dates scheduled for April 19, May 17, June 21.

Motion to adjourn.

Moved by Eric Persson, seconded by Chris Roberson. **Carried**

Meeting adjourned 8:52 pm.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012
Minutes of April 12, 2004
Board Meeting

Attendees: **Board Members:** Eric Persson, Cathy Poulos, Chris Robertson, Jim LaBau, And Vince Porto
Guests: Marie Steele, Jana Persson, Doug Ka'aihue, Jim Scherr, Jordan Weiss, Gary Rogers, Todd Loudon

Jennifer Ducharme and Dan Ducharme-arrived at 7:25pm

Quorum

? President Eric Persson opened the meeting a 7:09pm.

President's Report

? Eric announced that he usually attends the Klatt/Bay Shore Community Council but that this month Mike Hellings attended and discussed the Mears fence issue with Dick Tremain MOA, and Mike Franks ASD. Eric then read aloud the letter from Mike regarding the Council meeting. Mike presented our case, and indicated the fence project may be changed or delayed, based on our concerns. It's been determined that we need a Board resolution and a demonstration of unity in order to present our case to the ASD. Eric has met with and appeared on Channel 11 news and they have since called him inquiring about a follow up interview which may help our case in the future.

? Roads, Properties and Grounds:

Grounds:

- Tract I- will formalize a resolution to not sell any portions of the tract
- Tract L- will be developing the tract creating an access path from Eshamy & Bettles Bay Loop
- Rock wall at 100th and Bayshore- rebuild the missing cap stones

Architectural:

- Time to get out our notices of violations requesting early spring resolution

Planning and Zoning:

- LaScala Restaurant has applied for a liquor license.

? Jana Persson will be filling in for Jennifer Robertson as secretary until further notice.

? Have your reports to Marie Steele for the Spring Newsletter by April 23, 2004.

Treasurer's Report-Cathy Poulos

? There is one homeowner currently past due. They will be sent a warning letter April 30, 2004 giving them 30 days to submit payment and informing them that if payment is not received, a lien will be placed on that property.

? Our banking account has been transferred from Morgan Stanley Dean Witter to Credit Union 1, where it will now earn interest on the account balance and there is no annual fee.

Treasurer's report was approved as an accurate record of current finances.

At this point Eric Persson paused in the normal meeting process to give the floor to the guests, one at a time, in order to learn their reasons for attending the board meeting and any concerns they may have regarding our neighborhood.

Alaskan Bay Owners Association, Inc.

Continued..

Doug Ka'aihue- Has some architectural concerns. Chris Robertson asked Doug to contact him with any problem homes and Doug said he would, but wanted to get the right addresses and familiarize himself with the House Rules for our subdivision before he did that. Eric informed Doug that the board is going to start contacting offenders by mail instead of by person, since response so far has been inadequate, also asked the entire group to let Chris know of any home sites needing a letter of concern.

Todd Lauden- Feels the neighborhood has gone downhill in the last 10 years. He then passed out a list titled 'ABOA Architectural/Vehicle Deficiencies' (attached as Appendix I). Vince Porto commented that some addresses on his list had been sent letters requesting changes. Todd suggested that maybe it was time to hire a management firm. Eric Persson then reasserted that the board was going to take a harder line in order to resolve any over due issues with properties. He also reported that there are up to 18 properties a year that change hands which increases the likelihood of discrepancies, also, the website will help track progress on infractions when the board members keep it up to date.

Jordan Weiss- Feels the neighborhood is in degradation, do we need help with our processes? He applauded the website, but asked if there was a plan in place to keep it up to date and accurate. Cathy Poulos pointed out that the meeting minutes will always be a month behind, but maybe we can put out a current version that is marked unofficial or 'draft'. Jordan is most concerned about the Mears Fence as it directly affects his property. Eric said, we first need to firm up our resolution and get it to the ASD as soon as possible to get our case on record. Lastly, Jordan was concerned with the road conditions at Admiralty Bay and Ensign, Jim LaBau reported that there will be work done there and an assessment to adjacent property owners by the MOA.

Jim Scherr- Concerned regarding the issues that the Board has with his greenhouse. Jim agreed that a meeting can be set up with Eric Persson to walk through the greenhouse and see if there can be a mutual satisfactory conclusion to this situation.

Gary Rogers- Will be doing some home remodel and will be getting a letter to Chris with details of the projects. A new roof will be installed and he wanted to know if cedar shakes were required and they are. Fire retardant shakes are available if fire is a concern.

Jennifer and Dan Ducharme- Very concerned about the Mears fence as it affects their property.

At this point Eric Persson read aloud the Board's resolution regarding the Mears fence and asked for comments and suggestions on the content. Jim LaBau recommended that we include the many ways in which the ABOA has been a 'good neighbor' in it's policies throughout the years. Examples are, we created the three trails to Mears school out of our pocket since ASD said they had no funds for this and we have kept them snow free since construction, we have also maintained a annual clean up of dog waste. With this in mind we request that no fence be erected but if one must go in a wooden fence, as has been a requirement in our neighborhood since the inception of the ABOA. Jim also suggested we replace 'define' with 'impose' in the resolution.

Motion to have the Board approve the resolution with the addition of 'good neighbor' actions and word modification.

Moved by Jim Labau, seconded by Cathy Poulos. CARRIED

Eric discussed Mike Hellings ambitions to visit properties/homes on the east side to get solidarity. Jordan indicated those properties are the ones that may be presenting a greater encroachment issue than our side and may not be the best owners to side with, it may diminish our position. He feeling was to focus our energies on our side (west) first then consider the east side if ASD indicates it would bolster our position (after submitting our petitions and resolution).

Eric will have this resolution signed by five board members and passed on to Mike Hellings, Jim LaBau has agreed to be ABOA's contact with Mike.

Jordan Weiss inquired whether ABOA would be in a position to subsidize a wood fence if that became an issue and it was agreed that it may be feasible but at this point we will wait to see what ASD's position is.

At this point Eric Persson addressed the guests, thanking them for their attendance and calling a break in the proceedings allowing any one who wanted to leave at this point a chance to depart.

Alaskan Bay Owners Association, Inc.

Continued..

(Time:8:50PM- all left except Jim LaBau, Vince Porto, Jim Scherr, Cathy Poulos, Eric Persson, Chris Robertson and Jana Persson)

Ground's Report-Jim LaBau

- ? An estimate of \$3,000 to \$8,000 for a professional planning and design on Tract I
- ? No one returned calls regarding Survey and Access on Tract L, may need permits for the first phase
- ? Will contact Trail Boss Surveyors and report at next board meeting
- ? Acquiring signatures for the mowing contract for Tract I

Architectural Control Committee-Chris Robertson

- ? Included in the Spring Newsletter will be a request for 'watch dogs' for neighborhood patrol for discrepancies.
- ? Suggested by Cathy Poulos that we notify anyone in serious yard neglect that if they cannot or will not comply, we will have it done for you and you will be charged for these services.

Vehicles-Vince Porto

- ? The property with the pop-up trailer has been sent a letter of discrepancy, will follow up before next board meeting.
- ? Jim LaBau will write a follow up letter to the property owner regarding the snow machine in the front yard and the subsequent \$100 @day fine if in non-compliance.

It was suggested at this time that we include an "Accomplishments and Resolutions" in the minutes of the meetings so they can be included on our website. Also, it was suggested that at the next annual meeting it should be discussed and voted on as to whether the 'Action Log' should be available to all membership rather than just the ABOA board members.

Old Business

- ? Select Board Positions- Maintain positions.
- ? Cathy Poulos has volunteered to use templates to prepare outgoing letters from ABOA.
- ? Summer Picnic planning, moved to table until next meeting.

Motion to adjourn, 9:45PM.

Moved by Eric Persson, seconded by Chris Roberson. **Carried**

Meeting adjourned 9:45 pm.

NEXT MEETING MAY 17, 2004.

NEXT MEETING MAY 17, 2004.

Alaskan Bay Owners Association, Inc.

Continued..

ACTION ITEMS FROM BOARD MEETING:

- | | |
|------------------|--|
| ALL- | Send your reports to Marie Steele for the Spring Newsletter. |
| Jim LaBau- | Include in your SNLR a telephone number for Pot Hole Patrol. |
| Jim LaBau- | Follow up with Trail Boss Surveyors for survey of Tract L access. |
| Eric Persson- | Check past correspondence to see if Jim Scherr's greenhouse was within size compliance. |
| Eric Persson- | Contact Jim Scherr to set up a meeting and walk through the greenhouse in question. |
| Eric Persson- | Send a letter to the ASD by end of the week including our resolution regarding fence issue. |
| Eric Persson- | In your SNLR update the membership on: Mears fence issue, payoff of Tract I and the return of annu dues to the former level of \$120. |
| Chris Robertson- | Include in your SNLR the need for watch dogs to patrol and report neighborhood deficiencies, also a request for timely removal of holiday decorations. |
| Chris Robertson- | In your SNLR ask for email addresses to enable the Board to do blanket emails to all property owner reassuring owner that their specific email addresses will not be shown on our website. |
| Chris Robertson- | Place the 2004 budget on the ABOA website. |
| Vince Porto- | Follow up on the property with the pop-up trailer before next board meeting. |
| Vince Porto- | Send history of notifications on property with snow machine in front yard to Jim LaBau |

SNLR=Spring Newsletter Report

Appendix I

ABOA ARCHITECTURAL/VEHICLE
DEFICIENCIES

Bettles Bay Loop

3065	Front Porch being used as a storage unit
3070	Snowmobile stored on property
3089	Storage of garbage cans/basketball backstop stored in the front yard
3166	Wood stored and stacked on the side of the house
3173	Front porch storage, cars parked on the yard, 4 wheeler/tires and construction equipment stored in yard
3005	Pampered Chef banner on front of house

Whale Bay

10020	Pop-up trailer stored all winter, tarp covering something in front yard
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Admiralty Bay

3160	Storage of cars with flat tires and broken windows
3060	Chicken wire fence
3140	Greenhouse

Hogan Bay

2931	Car stored in driveway with car cover on it
3041	Plastic storage shed

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012
Minutes of May 17, 2004
Board Meeting

Attendees: **Board Members:** Eric Persson, Cathy Poulos, Chris Robertson, Jim LaBau
Guests: Marie Steele, Jana Persson, Gary Rogers, Todd Louden, George and Betsy Ives, Keith and Laurie Trick, David Riley (Accountant)

Quorum

? President Eric Persson opened the meeting at 7:08m.

President's Report

? It seems as though the Mears fence plan has been canceled but nothing official yet.

? Roads, Properties and Grounds:

Grounds:

- Tract I- Formal resolution to respond to requests to purchase portions of Tract I
- Tract L- Land Survey – spring '04; plans/path ideas engineering?
- Rock wall at 100th and Bayshore- rebuild the missing cap stones-
*At this time several people at the meeting volunteered to rebuild the wall without charge.
George Ives will follow up...*

Planning and Zoning:

- The president will read the MOA report and report if there are any pertinent issues at a later date.

April's minutes were read and approved.

Treasurer's Report-Cathy Poulos

- ? There are now two homeowners currently past due. When they are 6 months past due the Board has resolved to lien the property.
- ? We received an NSF check from one past due owner. Discussion followed regarding late fee and it was decided that a fine of \$25 would be appropriate compensation to the ABOA for NSF checks.

Motion to have the Board approve \$25 late fee. This issue was tabled, as we may have to change House Rules and notify the membership of the new policy before implementation.

*Moved by Jim LaBau, seconded by Cathy Poulos. **CARRIED***

- ? With the transfer of our account to Credit Union 1, we now have 2 accounts (savings and checking), as the savings earns a higher interest.

Treasurer's report was approved as an accurate record of current finances.

Marie Steele informed the group about a proposed new road or a roundabout that may be going in on Mears property. John Smith of the MOA is our contact person, Eric will contact him for comment.

At this point Eric Persson paused in the normal meeting process to give the floor to the guests, one at a time, in order to learn their reasons for attending the board meeting and any concerns they may have regarding our neighborhood.

Keith and Laurie Trick- Want a fence in the front yard to protect shrubs and plants from moose. They presented the group with a notebook with photos and design concepts. Jim LaBau expressed a concern about lattice style fencing between properties. It was decided that a mini committee be formed to research and discuss their ideas, including Jordan Weiss, Jim LaBau and Eric Persson. They will meet at 6PM on May 27th.

Alaskan Bay Owners Association, Inc.

Continued..

George and Betsy Ives- Would like to purchase a section of Tract I, 15' x 135' plus an additional triangle of 366 sq. ft. making a total of 2,391 square feet. Assuming a 33% appreciation in the property since last appraisal this would create a \$1.95 value per square foot bringing the total sale price to \$4,663. They would assume all appraisal and legal fees involved with the sale. A Plat was passed out to the group reflecting the proposed property sale. They have started a petition and all so far most have been in their favor. They did not expect an answer to their proposal at the meeting but wanted to make their presentation and make all aware of the benefit to the membership, as it would reduce access to the Tract for any possible future development plans. George Ives was informed it would be in his best interest if he could demonstrate to the association membership the benefits to them to sell the land.

Marie Steele- Requested help with the annual picnic and several in attendance volunteered to cook, pass out flyer reminders etc. The picnic is Sunday, May 30th from 12 – 4pm.

Ground's Report-Jim LaBau

- ? Contracted grass mowing/flower planting contract with M&A Enterprise for another summer.
- ? Three estimated incoming for trail building on Tract I, may need an excavation permit if we have to dig down more than 2 feet. 3K to start pocket Park plan, should we start. (Eric to check budget for funds)
- ? Emphasized the 'Scoop the Poop' in the newsletter and will purchase a dog pooper station at the KFQD Park, through the Waterways Council for \$175
- ? Pulled down moose netting and trees are in the best shape ever, may need to replace 5 or 6 with spruce.
- ? Bill Robb will replace any needed trees for about \$500 total and will water those trees this summer.
- ? Trash needs to be picked up in the KFQD Park. (Several in attendance volunteered to do it)
- ? Reminded all of the Community awareness meeting at the Bayshore Clubhouse 5/18/04 at 7pm.

*Motion to have the Board approve road improvements on the land owned by ABOA.
Moved by Eric Persson, seconded by Jim LaBau. **CARRIED***

Architectural Control Committee-Chris Robertson

- ? Walked through the neighborhood with Marie Steele and Todd Loudon and sent out 300 letters regarding discrepancies, all have complied except 10. Those who have not contacted Chris in the 10 days will be send a letter from our accountant, David Riley, indicating the bill for the daily fine will continue if they are not in compliance.
- ? On May 28th they will again do another walk through the neighborhood.

Discussion regarding an old Lincoln with damage to it sitting in someone's driveway, do we have the authority to demand's its removal or do the house rules need to be reworked? It was suggested that in the future we may need to rework the houserules as times have changed since they were originally written.

Vehicles-Vince Porto-
Could not attend

Motion to adjourn, 9:35PM.

Moved by Eric Persson, seconded by Chris Roberson. **Carried**

NEXT MEETING JUNE 21, 2004.

Alaskan Bay Owners Association, Inc.

ACTION ITEMS FROM BOARD MEETING:

- | | |
|--------------------------------------|---|
| All- | Should we change house rules to reflect removal of holiday lights on March 31 st each year? |
| All- | Send Chris Robertson any inadequacies and/or bugs you detect on the ABOA website. |
| All- | At the annual Board meeting decide whether dumpsters will be set out each May for members. |
| All- | Research if the board has the right to establish a \$25 late fee on NSF checks, change house rules? |
| All- | Talk to Allen Frank regarding pathway to Tract I and efforts made to save birch trees. |
| All- | Need to draft a mission statement regarding Tract I with 10 possible improvements to be considered by the association membership in order to get some feedback. |
| All who volunteered-
George Ives- | Repair rock fence at subdivision entrance. George Ives, Joe Young, and Chris Breest
Regarding purchase of section of Tract I, demonstrate the benefit to association membership at annual Board meeting. |
| George Ives- | Pass out flyers for Marie Steele as reminder of community picnic. |
| Marie Steele- | Item for future newsletter, live cat traps are available from the municipality. |
| Eric Persson- | Establish a mini committee which will include Jordan Weiss to discuss fencing options at 3060 Admiralty, meet at 3060 Admiralty Thursday, May 27th at 6PM. |
| Eric Persson- | Contact Jim Scherr to set up a meeting and walk through the greenhouse in question, include Cf |
| Eric Persson- | Read MOA report regarding new roundabout and report later |
| Eric Persson- | Send a letter or call the two homeowners late on annual dues. |
| Eric Persson- | Review the budget to see if 3K is set aside for pocket park planning. |
| Eric Persson- | Talk to John Smith about any roadway issues regarding easements etc. |
| Jim La Bau- | Call Jim Lawson to see if we can use his displays at the picnic to remind everyone of road deadl |
| Jim La Bau- | Prepare note for inclusion in the Fall newsletter regarding the idea of selling a section of Tract I t |
| Vince Porto- | the Ives and that it will be discussed and voted upon if necessary at the next annual Board meet |
| | Contact homeowner who is operating a motor home rental out of his home regarding frequency c |
| | motor home in driveway. |
| Chris Robertson- | Meet with Eric to instruct on updating website |
| Jana Persson- | Email minutes to David Riley, |
| Cathy Poulos- | Email February minutes to board for email approval. |

NOTE: It was suggested at the last meeting that we include an "Accomplishments and Resolutions" in the minutes of the meetings so they can be included on our website. Also, it was suggested that at the next annual meeting it should be discussed and voted on as to whether the 'Action Log' should be available to all membership rather than just the ABOA board members.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012
Minutes of June 21, 2004
Board Meeting

Attendees: **Board Members:** Eric Persson, Cathy Poulos, Vince Porto
Guests: Marie Steele, Jana Persson, Lisa and Gary Rogers

7:06pm called Chris Robertson, he cannot attend tonight.

No Quorum

- ? Only 3 voting members attended
- ? President Eric Persson opened the meeting a 7:08m noting that no issues requiring a board vote of approval will be addressed

President's Report

- ? Roads, Properties and Grounds:

Grounds:

- Tract I- Dev plan/\$3K for initial study
- Tract L- Land Survey – spring '04; plans/path ideas engineering?
- Rock wall at 100th and Bayshore- rebuild the missing cap stones-several people volunteered but no response. Would like to hire contractors for this and repair of 100th fence.
- Called ASD, (Ray Amsden) re encroachment issue for 'goodwill' offering. No response yet.
- President approved Edwards request for tree removal on 2900 Rocky Bay

Architectural:

- Update from Chris-not attending
- 3060 Admiralty/Tryck fencing issue. 3050 notice of non-compliance on chain link (temporary) fencing.
- Tract I – Ives gathering signatures on petition to purchase requested area. Will notify membership in the fall newsletter. Add to 2005 AGM Agenda.

At this point Lisa Rogers passed out one page memo with nine items of note and suggestion regarding the development of and/or a portioned sale of Tract I. She also volunteered to research past minutes and any documents at Reliance Tax Account to document the history of Tract I acquisition, regarding assurances, guarantees defined therein.

7:30 Marie Steele arrived

Architectural continued:

Marie Steele-Most notified by letter have addressed the issues with their property. They selected nine homes with significant improvement or longstanding quality yards for recognition with gift certificates. No Quorum so could not approve but will by an email process.

- The president addressed the status of the Road Improvement: 45.25% yes, 18.8% no and 35.9% no response. We have until June 30, 2004 to respond. Paperwork was passed out for volunteers to canvas the neighborhood contacting those who have not responded and see if we can get enough in hand to pass the project.

Planning and Zoning:

- The president will read the MOA report and report at a later date.

Welcoming:

- Need to generate 2 new owner letters and gifts, and then deliver.

Minutes of June 21, 2004

Continued

File Maintenance, records, letter templates etc.:

- Jana Persson will generate minutes and e-mail to members for draft comments then post on the website as DRAFT until formally approved at the next meeting.
- Would like to use email to review minutes in the future. Not getting good response on approval via email on February minutes.
- Turnover docs to file.
- Website update. Consider getting it on a public server soon – coordinate with Chris

Membership Communication:

- ABOA email up to date – review recent items
- Website is online; email will auto forward to appropriate member. Instructions on all Board related updates.
- Newsletter:
 - ⚡ Decorations to come down 3/31
 - ⚡ Ives/Tract I purchase comments – after Lisa Rogers research

Vehicles-Vince Porto-

- Regarding the older damaged vehicle, if the board can determine exactly what they want the owner to do Vince will draft a letter as such. After discussion Vince will create a draft and send out to the ABOA board members via email.

Treasurer's Report – Cathy Poulos

- Hand out – report 1/1/04 through 6/21/04
- Explained large account services bill was part of 2003
- Ground's maintenance entrance was the bill for the dumpsters
- No more late dues-all paid up for 2003/2004

NEXT MEETING JULY 19, 2004.

Alaskan Bay Owners Association, Inc.

ACTION ITEMS FROM BOARD MEETING:

Marie Steele-	Email Eric Persson the list of homes the inspection group suggest for gift certificates to send to board members
Eric Persson-	Call those who volunteered to walk the neighborhood with paving approval forms when we have 8 in hand
Eric Persson-	Read the MOA report and report at a later date.
Eric Persson-	Email Chris Breest to see who the original contractor was. Re: ABOA Sign Maintenance
Vince Porto-	Will try to determine if an RV company is being operated out of a home in the neighborhood.
Vince Porto-	Create a draft of letter from ABOA members to home with damaged car out front.
Jana Persson-	Email minutes to David Riley,
Cathy Poulos-	Email Marie re: Survey of Tract L
Lisa and Gary Rogers-	Submit plans with details to Architectural Control Committee for roof repair approval
ABOA Board-	If asphalt is approved as a replacement for wood shingles, include this information in the next newsletter.

NOTE: It was suggested at the last meeting that we include an "Accomplishments and Resolutions" in the minutes of the meetings so they can be included on our website. Also, it was suggested that at the next

Minutes of June 21, 2004

annual meeting it should be discussed and voted on as to whether the 'Action Log' should be available to all membership rather than just the ABOA board members.

Gary/Lisa Rogers:

They presented information regarding roofing options as they need to reroof theirs soon due to failure. Noted that these 3 homes that are not in the 'asphalt shingle' section of the Association, that have roofs other than cedar shakes – the standard for the properties. They are asking what the exceptions were and on what grounds.

1.

2.

3. 3000 Bettles Bay

They also requested Board considerations of alternate roofing materials as it is fair to assume other roofs will begin faili soon. Reason being cedar shake roofs have a 15/20 year lifespan and that is the age of most homes.

Although the Boards elected to not approve any new materials 2 years ago the matter should be reconsidered in light of above. Several opinions were offered by Board members and the Rogers – some contradictory re: certain materials. It assumed that sculpted, multi-colored asphalt, designed to appear like a shake roof will be acceptable. Rogers to send information and appeal request to Chris this week.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012
Minutes of July 19, 2004
Board Meeting

Attendees: **Board Members:** Eric Persson, Cathy Poulos, Vince Porto, Jim LaBau
Guests: Marie Steele, Jana Persson, Jim Scherr, Dean Carrs and Bob Palmer from the MOA

Quorum

? President Eric Persson opened the meeting a 7:03pm.

May and June's minutes were read and approved.

President's Report

? Klatt/Bayshore Community Council meetings will resume next fall.

? Roads, Properties and Grounds:

Grounds:

- Tract L- Have yet to coordinate with paving contractors
- Road Improvements District project was approved, response date extended until July 31.
- Birch Leaf Miner treatment – group effort problems

Architectural:

- Tract I – Ives gathering signatures on petition to purchase requested area. Will notify membership in the fall newsletter. Add to 2005 AGM Agenda.

Welcoming:

- Need to generate 2 new owner letters and gifts, and then deliver.

File Maintenance, records, letter templates etc.:

- Review areas to consider House Rules changes.
- Board member feedback on email to review minutes is getting poor response.
- Turnover docs to file.
- Website update. Public server.

Membership Communication:

- ABOA email up to date – review recent items
- Website is online; instructions on all Board related updates.
- Newsletter:
 - ✍ Decorations to come down 3/31
 - ✍ Ives/Tract I purchase
 - ✍ Tree treatment effort via wasp release
 - ✍ Pothole patrol number is 343-8277

Treasurer's Report – Cathy Poulos

- Nothing to report

At this time guests Bob Palmer and Dean Carrs from the Municipality of Anchorage started their presentation on road improvements, sidewalks and paths for the Bayshore area.

An aerial photo of the area was rolled out and used in their presentation. The area under consideration is from 100th to Discovery and the timeline is 2006. In 2005 all those affected in the Bayshore area will be notified and open houses will be held to provide information and get feedback from residents. A study is being conducted to determine whether to dig up the roads or repave. They are using video to capture the storm drain system in action as it is today. Vince Porto commented that he hoped they would reduce the grade at the Bayshore and Admiralty Bay Drive intersection and it was explained that this was the kind of feedback and suggestions they hoped to get at the open houses. Some discussion on how this project would affect the drainage at KFQD Park but was reminded this project was for roads not parks so not sure how much would affect the park. There is a website with information on all MOA projects at <http://munimaps.muni.org/PMEProjects/projects.cfm>. Email Dean with any suggestions for the open house that will occur this fall. At 7:45pm they left the meeting.

Ground's Report-Jim LaBau

- Paving project has passed.
- Pothole number is 343-8277
- The paving on Tract L will be done by this fall. A survey is required and Jim will see to it. The paving will be in the shape of a dog leg to save some large trees and as such we will still need to remove 3 trees.
- Mowing expense is up; bills should be reviewed and presented to membership.
- US Forest Service is introducing a wasp as a solution to the leaf miner problem, a note in the Fall newsletter should be included detailing this.

Architectural Control Committee-Marie Steele

- Passed out a list of six ABOA 2004 May Clean-up Award candidates and there followed a discussion on amount of award etc. It was decided that a fund of \$300 be provided to Chris Robertson and Marie Steele to award at their discretion. Marie had decided to purchase gift cards for the winners. This is all regarded as a pilot project at this point in time. A list of the winners will be included in the Fall newsletter if the Architectural Committee determines this to be appropriate.
- Marie will walk through the neighborhood again today to look for discrepancies.

Vehicles-Vince Porto-

- Will check and send a letter if necessary regarding a speedboat that's been parked on the street.
- A 10 day letter for 3173 Bayshore was presented to the president who approved it for mailing.

It was determined that the Fall newsletter will go out the end of September.

8:43PM adjourn

NEXT MEETING SEPTEMBER 20, 2004.

Alaskan Bay Owners Association, Inc.

ACTION ITEMS FROM BOARD MEETING:

- | | |
|---------------|--|
| Jim LaBau- | Get survey done on Tract L and call city to layout utility lines, Eric has surveyors record for reference. |
| Jim LaBau- | Write up something on the wasp introduction for leaf miner problem for Fall newsletter. |
| Eric Persson- | Include a note regarding Tall Trees (contractor) for leaf miner treatment in the Fall newsletter |
| Eric Persson- | Send an email to Chris regarding political signs in the neighborhood. |
| Eric Persson- | Call the municipality and police if necessary regarding excess parking in Hogan Bay |
| Vince Porto- | Check 3101 or 3107 regarding speedboat parked out front. |

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of September 20, 2004
Board Meeting

Attendees: Eric Persson, Vince Porto, Cathy Poulos, Chris Robertson, Jennifer Robertson, George and Betsy Ives

Board Member absent: Jim Labau

Quorum

- ? President Eric Persson opened the meeting at 7:10pm and established a quorum with a minimum of four board members present.

Approval of minutes

- ? The minutes of the July board meeting were reviewed.

Motion to accept the July board meeting minutes as presented.

Moved by Eric Persson, seconded by Vince Porto. **Carried**

President's Report

- ? Eric noted the Bayshore/Klatt Community Council meetings will resume in the fall and that no schedule has been received.
- ? Eric reviewed his actions on the Tract L soil issue. He drilled a few test holes and was quite satisfied with the results. There was discussion on whether or not to proceed with the pathway. Vince would like to postpone the work until a Scope of Work and long term plan for the entire tract is agreed upon. There was discussion on whether or not the area needed a drain pipe and whether the future road work drainage system would tie into the pathway drainage. There is no guarantee from the Municipality that there will be a tie in where we need one.

Motion to move forward with a plan to improve Tract L this calendar year with no drainage and with a design that favors something similar to the footpath to Mears Middle School.

Moved by Jennifer, seconded by Cathy Poulos. **Carried**

After further discussion regarding long term plans for the Tract as a whole:

Motion that ABOA agrees to work towards bringing an architect in to put together proposals in time for the Annual General Meeting regarding Tract L.

Moved by Vince, seconded by Eric.

Discussion involved costs, caps, scope of work. Vince agreed to write the Scope of Work for this project and have it available at the next meeting.

Motion carried

- ? Eric discussed the need to consider re-landscaping needs in our 2005 budget. There have been complaints about the condition of the signs and the plants around the signs.

- ? Eric discussed the need to contract out the work to repair the rock work on the Bayshore entrance sign.
- ? Eric hired Ridley Painting to stain and paint the new and discolored boards along the 100th Avenue fence.

Treasurer's Report

- ? Cathy presented the Treasurer's report for the year to date. She reviewed the major expenses since the last meeting.

Motion to accept the Treasurer's report.

Moved by Eric Persson, seconded by Vince Porto. **Carried**

Grounds Report

- ? Eric presented a brief grounds report in Jim's absence: Jim intends to wrap the trees in KFQD park upon his return.

Architectural Control Committee (ACC) Report

- ? Rocky Bay house looking better.
- ? Chris needs to prepare a letter to a homeowner giving written approval for roof replacement with the product previously approved, verbal approval already given.
- ? Chris and Marie walked through the neighborhood and gave gift certificates to deserving yards.
- ? Chris has not received a plan from a homeowner regarding an ornamental fence as requested by the Board.
- ? House on Admiralty Bay is looking better; garage, yard, and porch have been cleaned up.

Vehicular Control Committee (VCC) Report

- ? Vince reported that all old VCC business had been resolved.
- ? Discussion was held regarding a motor home on Whale Bay and a boat on Bettles Bay. Vince will write a letter to the homeowners.

Old Business

- ? Eric reminded the Board that one of his goals was to review the House Rules and consider any necessary changes.
- ? Discussion was held on the ABOA web site; Is it being used as intended, should the data be more current, is a blotter necessary?
- ? Discussion was held on Membership Communication. Eric suggested dropping the ABOA hotmail address now that the web site has its own address. He will place a vacation notice letting users know that that address is no longer active.
- ? Discussion was held on items of interest for the Fall Newsletter. Some suggestions were snow removal and keeping the roads clear, winter lights and holiday decorations, the Ives'

request to purchase a portion of Tract I, Leaf Minor treatment and update, and a warning to wrap trees in the yard to keep the moose from destroying them.

New Business

? Future Board meeting dates – October 18, November 15, December 20, January 17, 2005.

Motion to adjourn.

Moved by Eric Persson, seconded by Cathy Poulos. **Carried**

Meeting adjourned 8:37 pm.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of October 18, 2004
Board Meeting

Attendees: Eric Persson, Vince Porto, Cathy Poulos, Jennifer Robertson, Jim LaBau, Chris Robertson, and Marie Steele

Board Member absent: None

Quorum

- ? President Eric opened the meeting at 7:09 pm and established a quorum with a minimum of four board members present.

Approval of minutes

- ? The Minutes of the August meeting were not available. Cathy will e-mail the minutes out to Board Members for approval.

Treasurer's Report

- ? None.
- ? Receipt for 100th fence painting was given to Cathy.
- ? Cathy will prepare a rough draft of the 2005 budget for next meeting.

Grounds Report

- ? Discussions of areas around signs.
 - ? With the current flowers, the areas take a lot of time to maintain, don't always look sharp. The flowers will be replaced next year with rock gardens. Jim will place in the 2005 budget.
- ? Tract I:
 - ? Everyone agrees we can't move forward without a Master Plan.
 - ? Vince has done a Scope of Work and will place an ad in the paper requesting bids. (Marie says Sundays are good for those types of ads.)
 - ? Vince is asking for exact costs to prepare 3 plans, as outlined in the Scope of Work. The three plans will be presented to the general membership, which will indicated which plan they're most interested in. The proposals need to include references and experiences; Vince will include this requirement in the PN/RFP.
 - ? Jim has a person recommended by Parks and Recreation that he would like to see get an opportunity to bid. He will contact him and tell him when the ad in the paper will run. He also thinks all 3 plans should be attached to Tract L.
 - ? Marie suggested a Notice to Proceed. (Occurs after a period of work has been done, this requires they get approval before they continue work.) Vince and Eric

- are confident the current wording will keep people from spending money before we okay it.
- ? Vince will send out Scope of Work tomorrow. Board will get back by the end of the week with any suggestions/comments. Vince will do Public Notice the following week. (October 31, 2004) Responses will be due two weeks after that. (November 15th) Award will be by December 1st. Final plan to be presented to the membership will be due January 1st.

Motion to spend money on an ad.

Moved by Eric, seconded by Jim. **Carried**

Architectural Control Committee (ACC)

- ? Chris reports political signs popping up frequently. Spending the majority of his time contacting owners to have them taken down.
- ? Jim questioned whether the arctic entry going up was approved. Yes.
- ? The Tryck fence is still up and no one has received a proposal. Chris will write a letter letting them know that June 1st is the deadline for removal. After that, they will be fined.

Grounds

- ? Eric will contact Mears to discuss snow removal on pathways between subdivision and school grounds.
- ? 3 holes were dug (12-16 inches deep) in Tract L. There are rocks, sand, and peat there.
- ? The rock wall at Bayshore and 100th needs to be redone. We had volunteers this summer; it didn't get organized this year. Next year, we might have more success with contractors.

Old Business

- ? Fall newsletter, reviewed proposed newsletter. Minor textual changes noted, will go out in the next two weeks.
- ? KFQD drainage research, Jim contacted the MOA regarding the Bayshore Drive rework. Bayshore will be rebuilt in 2006. They aren't the same project.
- ? Ives proposal to buy a portion of Tract I.
 - ? Will notify membership in the Fall Newsletter and add vote to 2005 AGM Agenda.
 - ? Discussed some wording changes to the newsletter. The board thought it was important to state the facts, without either approving or disapproving the proposal.
 - ? In order to vote on the sale, homeowners have to actually sign their proxy, or be at the AGM and vote. The board will not use the standard percentage representation method it uses for other votes.

Motion put sale on proxy. (With supporting documentation)

Moved by Eric, seconded by Jennifer. **Carried**

New Business

- ? Next board meeting has been moved to November 22nd.
- ? December 13th will be the planning session for the AGM.
- ? February 14, 2005 will be the AGM.

Motion to adjourn.

Moved by Cathy, seconded by Chris. **Carried**

Meeting adjourned 9:10 pm.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of November 22, 2004
Board Meeting

Attendees: Eric Persson, Cathy Poulos, Jennifer Robertson, Jim LaBau, Chris Robertson, and David Riley

Board Member absent: Vince Porto

Quorum

- ? President Eric opened the meeting at 7:05 pm and established a quorum with a minimum of four board members present.

Approval of minutes

- ? The minutes of the October board meeting were reviewed.

Motion to accept the October board meeting minutes.

Moved by Eric, seconded by Jim. **Carried**

Treasurer's Report

- ? 22 outstanding homeowners dues. David will send out a bill for past due.
- ? A couple of homeowner's checks were submitted incorrectly. They will simply resubmit the corrected checks.
- ? Member bankruptcy. They don't owe the association anything. Jennifer will file the bankruptcy paperwork with the home's file.
- ? Discussion of increasing late fees from \$10 per month to \$25. Discussion centered on encouraging homeowners to pay their dues in a timely fashion. Additional expenses, for accounting services, resulting from late payments increase burden on ABOA budget.

Motion to increase late fees to \$25 per month, effective January 1, 2005.

Moved by Jim, seconded by Eric. **Carried**

- ? Discussed timeline for dealing with late dues payemnts. Agreed to notify owner, after 6 months in arears (May 1st), of intent to file a lien.

Grounds Report

- ? Eric met with Michael Perkins (Mears MS principal) to discuss snow removal on the two pathways between ABOA and ASD properties. Their grounds crew agrees to

maintain the portions on ASD property. He suggested they may continue to our street as time and resources allowed.

- ? Eric recommends contracting to insure ABOA's portion is kept clear and safe.
- ? Jim will attempt to find someone for an "as needed basis" agreement.
- ? Tract L development contingent on Tract I Master Plan.
 - ? We've not received any responses to our RFP.
- ? Jim reported having treated trees in KFQD Park with moose repellent.
- ? Jim called MOA re: KFQD perimeter drainage but was unable to determine if anything could be done.
 - ? Board will continue to monitor Bayshore Drive and RID projects' planning and development for opportunity to incorporate rework of drainage into upcoming work.

Architectural Control Committee (ACC)

- ? Tract I – Ives proposal. Board will notify membership in the Fall newsletter. Will make proposal available on the website as well.
- ? 3060 Admiralty: June 2005 deadline for fixing of fence. Chris to notify owner.
- ? Violations update:
 - ? Jim: Corner lot has 10 to 12 grass bags on lot. Will monitor.

File maintenance, records, letter templates, etc.

- ? AGM planning: prepare documents for timely mailing of notice.
 - ? Jennifer will prepare a draft for next month.
 - ? Include a notice regarding lack of volunteers for the ABOA.
 - ? \$1,300 a month (@ \$10 per unit) proposal from a property management company to enforce house rules/covenants, includes weekly drive thru the neighborhood, correspondence letter writing, notification of fines and collections.
 - ? Board continues its oversight duties.
 - ? Jim suggested meeting with neighbors to explain the need for volunteers.
 - ? Eric will call upon some owners.

New Business

- ? Board response to concerns for child safety.
 - ? Children on Eshamy are sledding from their yard into the street.
 - ? Jim will contact the subject properties.
- ? December 13th Board meeting will be at Jim's house.

Motion to adjourn.

Moved by Eric, seconded by Cathy. **Carried**

Meeting adjourned 9:05 pm.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of December 13, 2004
Board Meeting

Attendees: Eric Persson, Cathy Poulos, Jennifer Robertson, Jim LaBau, Chris Robertson and Vince Porto

Board Member absent: None

Quorum

- ? President Eric opened the meeting at 7:05 pm and established a quorum with a minimum of four board members present.

Approval of minutes

No minutes from November available for approval.

Treasurer's Report

- ? Currently 17 outstanding homeowners' dues.
- ? 2005 Budget. End of the year results will be available and inserted into budget for January 6th meeting. then to be finalized for Annual General Meeting report.
- ? ABOA insurance policy will be reviewed in 2005 regarding coverage for common property signage. Is the premium in line with signage value?

Grounds Report

- ? Email from Jim to John Smith at the MOA: Could KFQD drainage work be incorporated into the Bayshore Drive reworking in 2006?
 - ? Email will be available for AGM in February.
- ? Tract I Master Plan: There were no proposals submitted in response to RFP.
 - ? Matter will be reconsidered for action after AGM.
 - ? Jim will check with Northern Landscape to see if they're interested in submitting a bid.
- ? Jim wrote letters regarding the children safety/sledding into the street concern. Jennifer will file letters in appropriate owner file. (No map available for address references.)
- ? Mears pathway snow removal. Jim is working on finding a contractor we can call when it's snowy or icy.
- ? Letter to Lim Lamson re: speed control options for RID.
 - ? Public Comments meetins will be @ January 15th., watch for notice

Architectural Control Committee (ACC)

? Tract I – Ives proposal. No response on proposal yet. Chris to check on website?

File maintenance, records, letter templates, etc.

- ? AGM packet draft was not reviewed. Will be reviewed at a special meeting, to be held January 6th.
- ? Jennifer will send Eric last years AGM packet to be included in his President's "turn-over" information.
- ? Eric will draft an agenda and a paragraph regarding volunteering and email to the board members.

Motion to adjourn.

Moved by Vince, seconded by Cathy. **Carried**

Meeting adjourned 8:06 pm.