

# ***Alaskan Bay Owners Association, Inc.***

Minutes of 21 January 2008

**Attendees:** Chris Breest (President, Board), Marie Steele (VP, Board), Todd Loudon (Treasurer), Scott Veerman (Board), Trish Cordell (Secretary, Board), and David Riley (Accountant). Jim LaBau (Board, Grounds) was absent. Deanne Tuckerman represented Ben Marsh & Associates, Inc.

## **Quorum**

? Board meeting was called to order at 7:07 pm. A quorum was established with 4 of 5 members present.

## **Approval of minutes**

? Minutes of the 19 November 2007 board meeting were reviewed.

Motion to accept the 19 November 2007 meeting minutes.

Moved by Trish, seconded by Scott. **Carried**

## **Treasurer's Report**

? Dave Riley presented the Treasurer's Report.

? Todd reported the new insurance policy marked "paid" has been mailed to the Association and he will get the original to Deanne tonight after the meeting. Chris explained the insurance policy covers liability for any homeowner working on the common area. All of the board members are also covered in case someone chose to sue the association or its board over a board decision.

? Dave reported that three homeowners have not paid their annual dues. Seven homeowners have paid their dues but not the late fee. One homeowner has an outstanding fine that just went out this month. Last year at this time, one homeowner had not paid his dues, three homeowners had not paid their late fee, and one homeowner had an outstanding fine.

? David reported for calendar year 2007, the association spent \$13,545.87 more than what was taken in. This overrun was expected because of the hiring of a property manager. At the end of calendar year 2006, there was a surplus due to the city paying rent for common areas while they were working on the streets. Property management fees have been adjusted down since the original contract was signed for a reduction of over \$8,000 in expenses. Tract I had improvements which cost around \$8,000.

? The budget for 2008 is balanced.

Motion to accept Treasurer's Report

Moved by Marie, seconded by Scott. **Carried**

## **Grounds Report**

? City is now clearing the new sidewalk which was completed this summer. Jim called the city to let them know these areas now need to be plowed so they are now plowing them.

? Marie Steel's daughter is snow-blowing the paths to the school on Rocky Bay. Marie

asked if the walkway on Eshmay Bay also needs to be done. The answer is yes, if her daughter wants to haul the snow blower there and do it. Todd asked that an invoice of some sort be turned in so he can pay her. To date the snow blowing has only been done a couple of times.

Motion to accept Grounds report.

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

### **Architectural Report**

? No Report

### **Vehicular Report**

? No Report

### **Welcome Committee**

? No Report

### **Tract I Committee**

? Nothing new

### **Old Business**

? No Old Business

### **New Business**

- ? Chris went to the meeting for the proposed RID. If the bond passes this spring, Bettles Bay is slated for storm drains and some new streetlights. The city will also have an option where you (the homeowner) can pay to have your whole driveway asphalted rather than the city just repairing what the city damages.
- ? The city plans to install a storm-drain stub-out for each house, so that each owner can have access to the storm drain for a sump pump if the homeowner chooses to do so. This will not cause the price to increase because the assembly has agreed to pay the differential in price.
- ? The project will begin this summer if the bond passes in April 2008. Someone at the RID meeting said that the roads will be completed this summer, but the landscaping will not be completed until 2009. Once the bond passes, the city will go to each homeowner and get permission to enter their property. The city has developed a work sheet for each lot in the neighborhood which lists all of the work to be done on that lot. Whatever is stated on the work sheet, which the owner will sign, is what the city will be doing for that particular lot.
- ? **WARNING:** Do not take anything for granted. Verbal statements about what the city will or will not do won't bind the city. Make sure that everything you think is going to be installed, repaired or changed is in writing before you sign the paper. If it is not in writing, you cannot hold the contractor or the city accountable.
- ? Discussion regarding preparation for the Annual Meeting. As of this meeting we have 9 proxies. Quorum requires 10% of all homeowners, so with the proxies and all of the board members, we will be able to have the meeting. Todd volunteered to put notices on the mail boxes the evening of the meeting.

- ? David presented the Association's Federal tax return for the President to sign. The State has not printed the Corporation tax forms as of the meeting. Dave will get the Corporation return completed as soon as the form becomes available. Whoever is the new President will sign it. David will pay the income taxes and include the \$317.00 in his next billing for reimbursement.
- ? Chris will keep the paper copies of the Association's business until the new President is elected, so if the new President wants to look at them s/he can. If not, they will be given to the property manager for storage.

Motion to accept New Business.

- ? Moved by Marie, seconded by Trish. **Carried**

**Next Meeting**

13 February 2008, 7:00 p.m., at Bayshore Elementary School

Motion to adjourn

- Moved by Chris, seconded by Trish. **Carried**

Meeting adjourned 8:30 pm.

# ***Alaskan Bay Owners Association, Inc.***

Annual Meeting

13 February 2008

**Attendees:** Chris Breest (President, Board), Marie Steele (VP, Board), Todd Loudon (Treasurer), Scott Veerman (Board), and David Riley (Accountant). Jim LaBau (Board, Grounds) and Trish Cordell (Secretary, Board), were absent. Deanne Tuckerman represented Ben Marsh & Associates, Inc.

Homeowners present at meeting were Kathleen Geller, Michael Hanifen, Karen Keller, Charles Klever, Eric Persson, Jashua Samuels, and Cheryl Stewart. Proxies for 16 other homeowners were mailed in. The number of owners represented exceeded the minimum of one-tenth of the membership required by the by-laws.

Three guests from CRW Engineering Group LLC, Wende Wilber, Dave Diller, and Ron Rozak, were present to explain the Road Improvement District (RID) and to answer any questions that homeowners might have.

## **Quorum:**

The Annual meeting was called to order at 7:10 pm.

- ? Proof of Annual meeting notice
- ? Approval of minutes of 21 January 2008 Board Meeting

## **Treasurer's Report**

Dave Riley presented the Treasurer's Report.

- ? Total income taken in from January through December 2007 was \$38,706.74. Total expenses were \$52,245.61. Net income last year was (\$13,545.87),. The deficit was due to hiring the property manager. The offset to pay the property manager was the rent collected from the construction companies on the common grounds when the companies were here for the work on Bayshore Drive and Ensign. Total money on hand as of 31 December 2007 is \$51,496.97. The money is in the checking account and two savings accounts.

## **Presidents Message**

Chris Breest presented the Presidents Report

- ? Property Management was implemented for the Association.
- ? Removed about 100 tree stumps along 100<sup>th</sup> and Bayshore Drive.
- ? Filled in Tract I with 22 loads of dirt. Leveled all the ground, got rid of the sink hole,

reseeded the grass, and then in August and September we replanted some trees around the perimeter to help with the water problem.

- ? Chris recapped the wall at 100<sup>th</sup> and Bayshore to keep the water from cracking more of the rocks. This will hold until a professional mason can get in there and get the job done completely.
- ? Got the lights working by the rock wall at 100<sup>th</sup> and Bayshore with low wattage light bulbs.
- ? Replaced some of the broken boards in the fence along 100<sup>th</sup>. Removed boards from behind the rock wall to have the color look the same. Replaced all the new boards behind the rock wall where they could not be seen. There are about 30 boards seasoned and ready to be placed in the fence if needed.
- ? Chris Breest recognized outgoing board members: Marie Steele for 4 years, Scott Veerman stepped in for a member who could not finish his commitment, Trish Cordell who stepped in for Cathy Poulos, she still has remaining time but would like to step down for personal reasons.

## **ROAD IMPROVEMENT DISTRICT**

Chris introduced Dave Diller and Wende Wilber from CRW Engineering Group LLC. They spoke about the RID and what will happen if the bond passes.

- ? Wende told us the planning was in the final stages and there will be storm drains on Bettles Bay as well as the rest of the area. There will be some traffic calming devices included. To show where the road will be coming out, there will be some lights that are bright.
- ? Work will begin June or July time frame if the bond passes in April. Everything is contingent on the bond passing, but once it does the bid will be let and work will begin. If everything goes without a hitch and the bidding process goes extremely well work could start in May.
- ? There were questions concerning timeframe with 100<sup>th</sup> repairs and the closure of streets and driveways. The Contractor will publish a schedule to show who is to park in a designated parking area while the work in front of their house is being done. The contractors will work with each house owner individually to insure that they address special circumstances (e.g., handicapped). The special arrangements will be finalized when the engineers or city workers talk with each homeowner about their specific lot. This is the point where everything MUST be in writing. Do not take anything for granted. If you want or assume something will be done, make sure it is in writing when you sign the engineers' paper.
- ? The city will also have an option where you (the homeowner) can pay to have your whole driveway asphalted rather than the city just repairing what the city damages. This might be quite a savings to the homeowner as the equipment will already be in the neighborhood. No one knows the exact savings as the work has not been planned.

? Landscaping will be done in 2009, not 2008.

### **Tract I Committee**

Eric Perrson presented the Tract I report.

? The \$1,500 was for a design of a couple of concepts. The plan is to keep the land open for play and put trees around the parameter for sound barriers. This area is for the residents to enjoy.

### **Grounds Report**

2007 was another active year for the ABOA Grounds Committee. Activities began in May with cleanup of the commons areas by M & A Enterprises, who were the successful bidders on the Grounds contract in 2006. Their 2006 bid came in well under other bids, so it was felt there was no need to rebid the contract for 2007.

### **MOWING of Commons Areas**

There are eight parcels of commons ground within ABOA that needed mowing and general care (fertilizing, etc) by M&A Enterprises. During 2007, those areas along Bayshore and Ensign were impacted by construction activities of the Municipality of Anchorage (MUNI), and as a result, less mowing was needed for those impacted areas compared to previous years. Annual mowing costs came in under budget by almost \$2000 for 2007 at just under \$10,000. It is expected that mowing costs for 2008 will be in the area of \$12,000, since some of the Commons areas are now larger than in previous years due to MUNI enlargements.

### **TRACT I Activities**

There was considerable activity in the pocket park (Tract I) inside Bettles Bay Loop in 2007. Long range planning efforts continued, primarily under the leadership of former President Eric Perrson. M&A continued their weekly mowing of the area, and fertilized in the spring. In mid-summer, a considerable amount of fill was added to the low areas of Tract I, and the grass was reseeded in those filled areas. Several old tree stumps were also removed from the park to allow for more leveling in some areas. This was done primarily through the efforts of President Chris Breest and M&A Enterprises and with the help of a few of the neighbors who adjoin the park.

In late summer, the Board decided to take advantage of nursery trees going on sale, and 17 Canadian Red Flowering Cherry trees on sale at \$55 instead of \$110 were purchased and planted. Moose protection was also added around each tree. There were also some spruce seedlings removed from KFQD Park and planted in Tract I. All trees were planted around the outside portion of the park to maintain the openness in the center of the park.

### **KFQD PARK Activities**

The MUNI continued to mow the grass and water the trees in KFQD Park in 2007. The Board sponsored two cleanup activities in KFQD Park during the spring and summer, and continued to monitor the health of the trees planted around the edge of the park. In the past, considerable effort was made by the Board to protect the Canadian Red Cherry trees from

moose damage, but the trees are now large enough that protection is no longer necessary except to spray the bark with repellent (Plant Skyd). ABOA has permission in 2008 to remove all of the spruce seedlings from the center of the park and replant them around the edge of the park to maintain the openness of that park.

### **100<sup>th</sup> AVENUE area**

The MUNI did not have funds to mow along 100<sup>th</sup> Avenue as much as desired, so M&A Enterprises was requested to mow the grass along the south side of 100<sup>th</sup> on an “as-needed” basis. Also, repair was needed on the board fence along 100<sup>th</sup> and in capping the rock wall and replacing lights at the corner of Bayshore 100<sup>th</sup>. President Chris Breest repaired the fence, put a temporary cap on the wall, and replaced the lighting. Chris Breest also had some of the old tree stumps removed and the holes filled to facilitate mowing along 100<sup>th</sup>.

### **OTHER activities**

The Grounds Committee continued to be involved in other activities to maintain the quality of the commons areas, including, along with the MUNI, monitoring and re-supplying the “Dog-poooper” stations at KFQD Park and at the tennis courts on Mears Junior High grounds. Also, the Chair mowed, fertilized and weeded the lawn of one of the owners whose husband was hospitalized.

In 2008, a good deal of attention will be placed on having the MUNI re-establish the flower beds at two points on the commons areas that the MUNI removed during street construction in 2007.

The Grounds Committee will continue heavy emphasis on maintaining the quality of the commons areas and parks within the ABOA area in 2008. The fact that about 65 percent of the homes within ABOA’s area back on green belts (parks or commons areas) is a major factor in maintaining property values for ABOA owners.

### **Property Manager’s Report**

As your property manager, I was hired to enforce the covenants, conditions, and restrictions (CC&R) for your homeowners’ association. I also take and prepare minutes of the board meetings and, as of now, perform the duties of the Architectural Control and the Vehicle Control Committees. I am the focal point for contracting activities, taking bids for any maintenance required for your common areas. I do a weekly drive-through of the association’s homes and look for violations of your house rules. I spent approximately 200 hours over the last ten months taking phone calls, answering e-mails, processing requests for changes, and researching appropriate community standards with the board of directors. I am the starting point for requests for architectural changes, such as color of paint, or changes to your homes outside areas. I take your requests to the board of directors for their decisions and final approval.

Over the past year, property management has written 184 miscellaneous property violations. Most were for items such as garage bags or garbage cans that were visible from the street outside of the allowable timeframe. Other examples are snow blowers, lawnmowers and other home maintenance items stored within sight of the street. Other actions included fence repairs (3 letters), house not maintained to community standards (1 letter), yard care (3

letters), and barking dog (1 letter).

### **Vehicular Report**

Over the past year the Vehicle Control Committee had the following write ups.

- ? Snow machines on trailers in driveways over 72 hours - 3 letters
- ? ATV's or RV campers or boats in driveways or on street over 72 hours - 17 letters
- ? Disabled Vehicles - 1 letter
- ? Notified the police on vehicles parked on the streets without moving for more than 24 hours (violation of City Ordances) - 3 calls

### **Architectural Report**

The Architectural Control Committee had the following requests for the last year. The board of directors approved all requests.

- ? 2920 Hogan Bay requested to attach a shed to the house.
- ? 2901 Rocky Bay requested new paint colors
- ? 3051 Eaglek Bay requested new paint colors
- ? 3010 Admiralty Bay requested new paint colors
- ? 3160 Bettles Bay Loop requested new paint colors
- ? 3149 Bettles Bay Loop requested new garage door
- ? 10010 Whale Bay requested a Trex deck
- ? 10040 Eshmay Bay requested new windows
- ? 3083 Bettles Bay Loop requested an asphalt shingle roof
- ? 3024 Bettles Bay Loop requested a shed with an asphalt shingle roof different than the house. They were told if the top of the shed could be seen over the fence the roof had to match the roof on the house.

### **Election of Officers**

The following people were nominated for Board Members:

- ? Michael Hanifen
- ? David Keller



? Kathleen Geller

Vote taken and the above were unanimously elected to the board.

### **New Business**

Chris informed everyone the budget calls for \$5,000 in capital improvements. In all likelihood, this will be spent on property management this year. With the anticipated construction this summer capital improvements will not happen. There is some money if there are capital improvements that are required.

### **Meeting Adjourned**

Chris accepted a motion to adjourn the meeting,  
Moved by Marie Steel, seconded by Kathleen Geller. **Carried**

### **Next Meeting**

25 February 2008, 7:00 p.m., at Chris Breest's house

Meeting adjourned 8:50 pm.

# ***Alaskan Bay Owners Association, Inc.***

Minutes of 25 February 2008

**Attendees:** Chris Breest (President, Board), Michael Hanifen (VP, Board), Kathleen Geller (Treasurer, Board), Dave Keller (Board), David Riley (Accountant), and Todd Loudon. Jim LaBau (Board, Grounds) was absent. Deanne Tuckerman represented Ben Marsh & Associates, Inc.

## **Quorum**

? The Board meeting was called to order at 7:07 pm. A quorum was established with 4 of 5 members present.

## **Approval of minutes**

? Minutes of the 13 February 2008 Annual meeting were reviewed.

Motion to accept the 13 February 2008 meeting minutes.

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

## **Treasurer's Report**

? Dave Riley presented the Treasurer's Report.

? Two homeowners are still delinquent in dues. Deanne was requested to make a friendly call the two homeowners to remind them of their dues and to see if they need to work out a payment schedule.

? Discussion regarding the board's general policy on placing a lien on properties where the homeowners have not paid their dues. It was decided to discuss this in more detail if the homeowners get closer to \$1,000 behind in dues. ABOA will be reimbursed for all outstanding dues when a house sells if a lien is in place. The placing of the lien also ensures the title company is aware of the outstanding debt in case a resale certificate does not get ordered.

? The board discussed the appropriate time to file a lien against a property that is behind on dues.

? Chris briefed the new board members about the budget and some of the changes to the neighborhood.

? Chris briefed property management history. The property manager was hired for a one-year term at about \$2,300 per month. After six months, the board evaluated the results from the property management contract and compared the responsibilities to the costs. They asked the property manager if she would take a reduction in her contract to \$1,500 per month based on the level of services that the board wanted, and the property management company agreed. The board will again evaluate the property management contract in six months.

? ABOA has not had to raise dues to cover the property management contract because there was extra money in the treasury. The funds came from the MOA renting part of the association's common area for two years while the city did the road repairs on 100<sup>th</sup> Ave. However, next year there will have to be an increase in dues of perhaps \$100.00 per house per year if ABOA wants to keep the property management services contract. The amount of

the increase is only a guesstimate at this time. Chris followed up with other homeowners' associations and even if the dues were increased we would be paying less than what other associations are paying. The board will decide if they want to keep property management services closer to the expiration of the contract.

? David Riley has been the accountant for the association for about 8 years.

? Motion to accept Treasurer's Report

Moved by Dave Keller, seconded by Michael. **Carried**

### **Road Improvement District (RID)**

? Chris gave a brief history regarding the Road Improvement District. Four years ago, the city asked ABOA homeowners if they wanted their streets improved with drainage, etc., but it would cost the homeowners the full amount of the improvements. Right after area owners approved the cost of the improvements, prices of everything from asphalt to gravel to steel went up drastically. Public Works took the proposal to the municipal assembly, where it has been since.

? Since the original package, there have been several changes. Admiralty Bay and Bettles Bay Loop would get storm drains. The bond package covering ABOA will be voted on in April and if it passes the work could start this summer. If it does not pass, the package goes away for good and there will not be any work done to our roads. The funding of the project has changed some though; it remains what was first proposed and the city will pick up the increased amount.

? Some of the improvements to expect: new lighting, new storm drains, new stub-outs for each property going to the storm drains to help with drainage (if water in the basements or crawl spaces are a problem).

? If the bond issue passes in April, someone from the City will come around with a written proposal of what is going to happen to each specific piece of property. The homeowner must sign this sheet of paper for the work to be done. **WARNING!** Do not sign unless all your questions have been answered. Do not think anything will be done if it is not in writing. There is no way to ensure the item is done if it is not in the written agreement. You can negotiate most of the items.

? The roads will be done, and the driveways they tear out will be fixed this year. Landscaping could be done next year. There will be a provision for you, as a homeowner, to negotiate for your full driveway to be done at the contractor's price, which historically has been about 50% cheaper than just doing one driveway at a time. Some of the board members will get bids for single driveways to be done so there is a comparison price for homeowners.

? If you would like to look at the engineers' plans, the property manager has a copy of them in her office. The plans are at the 95%-complete design point.

### **Grounds Report**

? Lawn maintenance (mowing) contract is up for extension or rebidding this year. The contract was a two-year contract and has a one-year extension clause. Chris feels there

is a conflict of interest with him being board president and his boys having the contract. The contract was executed before he was elected to the board. He will exclude himself from voting on any part of the mowing contract if his boys are involved. The decision will need to be made by May, before the mowing season starts.

### **Architectural Report**

? No Report

### **Vehicular Report**

? No Report

### **Welcome Committee**

? No Report

### **Tract I Committee**

? Chris explained that Tract I had been purchased by ABOA to ensure that an apartment building or something else that did not fit in with the single-family homes did not go in this area. The association paid taxes on the property for two years and then petitioned the city to give the property tax-exempt status as the common area of the non-profit homeowners association. Chris noted that the upgrades that were done to Tract I this past summer were the result of long-range plans.

### **Election of Officers**

- ? Chris Breest was nominated and unanimously elected to the position of President
- ? Michael Hanifen was nominated and unanimously elected to the position of Vice President
- ? The secretary's position was not filled
- ? Kathleen Geller was nominated and unanimously elected to the position of Treasurer.
- ? Dave Keller is a board member.
- ? Jim LaBau will remain Grounds Committee and a board member.

### **Old Business**

? No Old Business

## **New Business**

- ? Deanne was asked to contact the Webmaster and update him with the results of the election of officers and board members for posting on the ABOA web page.
- ? Discussion and questions about the best way to collect and keep current with all the homeowner information, e.g., the owner of a house, phone numbers, and email addresses, and so forth.
- ? Motion for Deanne Tuckerman (Property Manager) to take over part of the Treasurer's duties, to include: checking the post office box once a week, writing any checks that are required, depositing any money received by the association in the checking account, preparing a report for the board meetings, and notifying David Riley (the association CPA) of all actions she does within a week of accomplishment.
- ? Motion to accept turning over the treasurers duties to the property manager  
Moved by Dave Keller, seconded by Michael Hanifen. **Carried**
- ? Motion to give Deanne Tuckerman (Property Manager) the association's 20 years of archival records for safekeeping and so that the records are accessible if there is a requirement to research anything about a property within the association. She must maintain an electronic record of everything she does. There will be a disc made whenever it is requested.
- ? Motion to accept 20 years of records be given to property manager  
Moved by Michael Hanifen, seconded by Dave Keller. **Carried**

## **Next Meeting**

24 April 2008, 7:00 p.m., at Chris Breest's house.

Motion to adjourn

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

Meeting adjourned 8:30 pm.

# ***Alaskan Bay Owners Association, Inc.***

Minutes of 24 March 2008

**Attendees:** Chris Breest (President, Board), Michael Hanifen (VP, Board), Jim LaBau (Board, Grounds) Dave Keller (Board), David Riley (Accountant). Kathleen Geller (Treasurer, Board) was absent. Deanne Tuckerman represented Ben Marsh & Associates, Inc.

## **Quorum**

? The Board meeting was called to order at 7:15 pm. A quorum was established with 4 of 5 members present.

## **Approval of minutes**

? Minutes of the 25 February 2008 meeting were reviewed.

Motion to accept the 25 February 2008 meeting minutes.

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

## **Treasurer's Report**

? David Riley presented the Treasurer's Report.

? Two homeowners are still delinquent in dues. Deanne was requested to write a friendly letter to the two homeowners to remind them of their dues and to see if they needed to work out a payment schedule.

? Discussion about next year's dues increasing if the property management service is kept. Chris asked David to look over the income and expenses and verify his estimate that \$100 per homeowner more per year dues would be required to pay for the property management service.

? Deanne reported on the phone calls she made to the two delinquent homeowners. She was able to get hold of one household. That homeowner has been out of town for health reasons. The party that answered the phone said he would inform the homeowner of the phone call and took his office number so the homeowner could call me. Deanne left a voice mail at the second home asking them to call her. To date, no one has called back.

? Dave reported the difference between his numbers and Deanne's numbers for the savings account was a resale certificate which he deposited in March and that was not shown in his numbers for February.

Motion to accept Treasurer's Report

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

## **Road Improvement District (RID)**

? If the road bond passes 1 April we want to get our newsletter out before the 1<sup>st</sup> of May. We need to explain to the homeowners what to expect and to provide recommendations on what to look for before signing the worksheet. The city will be bringing the worksheet around before the work begins. The city engineers felt the work could start as early as May. As everything was ready to go full speed ahead once the bond passed. Our big

concern is that owners should not sign the worksheet if they have any questions. MAKE SURE EVERYTHING IS IN WRITING before you sign. We will have contacts for the people who have questions in the newsletter. This is a city project and not an ABOA project.

### **Grounds Report**

? Chris had a copy of the lawn mowing contract with M&A Enterprises. The contract was for 2 years, with an extension of one year if the board did not want to go out for bids. Their bid states a fixed amount per parcels and then \$10.00 per hour for extra work. They send bills out only when mowing is done. The mowing is done on an as needed basis.

Chris told us that Jim LaBau is the grandfather and he is the father of the mowing contractors. Both men abstained from the vote.

Dave Keller made a motion to extend the mowing contract.

Moved by Michael motion carried 2 for 0 against.

? We have a contract with MOA “adopt a park” to keep KFQD Park cleaned up. Spring cleanup will start when weather permits at KFQD Park and Tract I

? Three of the new trees in Tract I were lost to the moose. We think that calf moose were able to get under the fencing and ate the trees. These trees were not sprayed with any type of repellent. Jim will try to spray the trees with plantskydd this fall.

? KFQD Park has up to 30 white spruce seedlings in the middle of the park that need to be removed. We plan to transplant them on the outer edges of KFQD or the outer edges of Tract I. Jim would like to get the trees transplanted this spring. Spring and fall are the best times to transplant the trees.

? Deanne was requested to call Marie Steel to see if she was willing to still do the doggie doo station and keep it supplied with bags.

?

### **Architectural Report**

? 3112 Bettles Bay Loop requested permission for a new roof with Legacy Malarkey Laminate Shingle in the color of weathered wood. The shingle is offset, and looks like shake roof. This will make it look like the shake roof it is replacing. Mr. Grether provided a sample from the manufacture with the color proposed. After discussion, the board approved the roof. Deanne will notify Mr. Grather in writing that he could go ahead with his roof replacement.

### **Vehicular Report**

? No Report

### **Welcome Committee**

? No Report

### **Tract I**

? The three trees lost this winter will be replaced this spring. We'll check to see if any other

trees died and need to be replaced.

### Old Business

- ? No Old Business

### New Business

- ? Dues increase for October 2008 to be addressed in the newsletter. This was discussed this in full in the treasure's report. Jim called Bay Shore and they are paying more per month then we will be paying with the \$100 per month increase. Kempton Hills are paying way more than we will be paying with the additional dues paid.
- ? The fence along 100<sup>th</sup> Ave is old Chris replaced many of the boards this past summer. A good wind storm could blow this fence down. We may need a full replacement. We must keep in mind as we do the budget that this fence has to be replaced. The post are pretty good but the cross-members are getting weak. It is the responsibility of the homeowners' association to keep the fence repaired.
- ? Dave Riley noted the account we have at Credit Union 1 requires a minimum balance of \$5,000 and earns an interest rate of 0.61%. If the balance falls below 55,000 a service charge of \$10.00 per month is taken out of the account. This was not a factor until this year. We have already paid the service charge every month so far this year. This account is not even offered by the Credit Union any more. There is an account that costs nothing, and CU1 also has an account that requires \$1,000 balance and pays 0.65% interest. The premium savings account where we keep most of the money earns 2.5% interest. The Savings One account is the account that we must have to open any other account. It only requires a balance of \$5.00. Currently we have a little over \$2,000 in the Savings One account because money was deposited in this account rather than the Premium Savings Account we have with them.

Motion Move all but \$5.00 out of the regular savings account into the Premium savings account and switch the checking account over to the account that cost nothing or the checking account that requires an minimum balance of \$1,000 and earns .65% interest.

Moved by Jim LaBau, seconded by Chris. **Carried**

- ? Dave Riley informed the board that Deanne asked for a electronic copy of the QuickBooks records so she did not have to completely set up a new checking account. When the checkbook was given to Deanne there were no balances or amounts in any of the accounts. The only way to find the balance was to log in to the Credit union and look at the balances. After discussion it was approved to give Deanne the back-up copy of QuickBooks.
- ? Writing the newsletter will be the focus of our April meeting if the bond package passes as the homeowners must be notified about what to expect and how things will progress. All board members were encouraged to look at the website and look at old newsletters to get an idea of what the board would like to see in this newsletter issue. Homeowners need to



get the newsletter by the 1<sup>st</sup> of May. Chris will have a draft of the newsletter for the April meeting.

- ? Michael requested Deanne to send an e-mail meeting reminder for the meeting on the morning of the meetings.

### **Next Meeting**

21 April 2008, 7:00 p.m., at Chris Breest's house.

Motion to adjourn

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

Meeting adjourned 8:40 pm.

# ***Alaskan Bay Owners Association, Inc.***

Minutes of 21 April 2008

**Attendees:** Chris Breest (President, Board), Michael Hanifen (VP, Board), Kathleen Geller (Treasurer, Board), Dave Keller (Board), and David Riley (Accountant). Jim LaBau (Board, Grounds) was absent. Deanne Tuckerman and Ulita Martusheff represented Ben Marsh and Associates, Inc.

## **Quorum**

? The Board meeting was called to order at 7:07 pm. A quorum was established with 4 of 5 members present.

## **Approval of minutes**

? Minutes of the 24 March 2008 meeting were reviewed. Motion to accept the 24 March 2008 meeting minutes with corrections. Moved by David Keller, seconded by Michael Hanifen. **Motion carried.**

## **Treasurer's Report**

? David Riley presented the Treasurer's Report.

? As of March 31, income was \$241.31, including \$150.00 from a resale certificate and Interest. Expenses included a \$10 bank service fee, \$300 for accounting, \$1,500 for property management and \$21.20 for electrical, which comes to \$1,831.20 in expenses. Our expenses exceeded income by \$1,589.89. As of March 31, we had \$1,960.02 in the checking account and \$2,219.53 savings. There was \$42,414.92 in the premium saving account there was \$42,414.92. Since then we have moved \$2,219.53 (all but \$5.000 out of the savings account into the checking account.

? We did away with the S81 Business Money Market checking account and went to an S78 Super Saver checking account. We only need \$100 in the new checking account to avoid monthly fees. We don't get any interest but we also don't get any fees. Since I knew that we had to move money to pay the bills, I just took what was in the savings and put it in the checking, rather than switching it a couple of times. I think the upside is we can put more money in the savings and it will generate more interest. We can transfer money as needed and maintain a minimal balance in that checking account.

? Do we have over draft protection? For most accounts it's either free or they charge \$5.00 or \$10.00, which is better than an NFS charge. Deanne was asked if we had overdraft protection since the changing the account types. Deanne did not know the answer but stated she would find out and get that protection on the account if it is not there.

Motion to accept Treasurer's Report was moved by Michael seconded by Dave. **Motion Carried**

## **Grounds Report**

? Jim is gone. Chris reported that Deanne had a call from a homeowner regarding a trash-can lid that had been blown off and was lying off Bay Shore. When he went to pick it up,

the lid it was gone.

- ? Summer contractors will do a walk through this weekend and start picking up some of the trash. Right now the ground is too soft put any equipment on so the big clean-up is still a couple of weeks away.
- ? Dumpsters will be delivered in May. Deanne was requested to call and get the dumpsters in Whale Bay and Hogan Bay by the beginning of May. Deanne will follow the same dumping schedule as last year, with removal by the end of May.

### **Newsletter:**

Chris will write the newsletter draft and e-mail it to Lita. Lita will put it in PDF form and send to the board members for review. Comments and suggestions are expected when the draft is sent out to board members via e-mail. We will use the same company as was used last year (Alaska Laser Print and Mail Service), for newsletter to be printed and mailed out as was used last year. newsletter should cover the following.

- ? Chris will find out this week and get the name and number of the listing of who is in charge of the project. Road project will start this summer. Want to let the owners know that, they will have to sign for access to their easement rights and get everything in writing on what is told to them that is to be done. We want to make sure that they understand that the landscaping won't be done this year. The contractors will dig back 2 to 3 feet from the road. The curbs and pavement will be done this summer but the dirt and reseeding most likely won't happen this year.
- ? The homeowners who want to replace their driveways are recommended to get a bid from another contractor. The guess is that they will get a better price than anywhere else. Tell the home owners to contact the city for information on the road construction and not the board members.
- ? Christmas lights and decorations need to come down
- ? Spring clean up dumpsters will be set up beginning of May
- ? Summary of last year's project
- ? Leaf Minors (worms) or Leaf Rollers (worms) and contact name and numbers for Tall Trees and Gage Tree Service

### **Road Improvement District (RID)**

- ? Chris went to the meeting with CRW who are the engineers who designed the project but hadn't awarded the bid to anyone at the time. Chris will call them back and get the list on who the Design contact, Construction contact and City contact are for the road project. We want all three of those in the newsletter for owners to contact
- ? Road project will depend on the weather this summer. The plan is to have the road done in sections so moving around the neighborhood will be accessible.
- ? Chris stated he would try to find out the schedule and time for what streets will be worked on first. Can't imagine them doing the whole sub-division all at once. They did say they will do it in one summer. But if it starts raining it will push the project. The road is planned to be done this summer and the landscaping can wait till next summer. Outside of our control.
- ? With it being a busy season and we do have a lot of homes for sale, no more than anywhere else. Tough time to sell and the construction probably isn't going to help. Except maybe those that are looking here to buy and price will look good because we

are getting new roads, might be a positive thing.

?

### **Architectural Report:**

- ? 3030 Admiralty Bay Drive, Jim Pentlarge has a cottonwood tree the wind blew the top off by his yard. He asked for permission to remove the tree at his expense. The tree poses serious danger to his children and produces large amounts of seeds. The board agreed to cut the tree but it is on the municipality property. Deanne will draft a letter to Mr. Pentlarge to let him know that he needs to get permission from the city to remove the tree but the board has no problem with him cutting the tree.
- ? Leaf Minors (worms) and aphids are a problem in the area. The trees need to be treated for the worms around the end of July. Don't need to treat the trees every year, every other year works great. You can't have the trees sprayed. You have to have the ground treated.
- ? Tall Trees and Gage Tree Service both do the treating of the trees. This stuff is poisonous and cannot be done by yourself. Michael will contact Gage and check if they still do the treatments. He will then give the contact name and number to Deanne for those who have any questions about treating trees. Lady bugs are great for aphids. Aspen trees aren't affected by the Leaf Minors (worms) or Leaf Rollers (worms).
- ? Spruce Bark Beetles are common here in Alaska and require spraying which requires notification of the neighbors.

### **Vehicular Report:**

- ? Snow machines should not be in driveway (10050 Eshamy Bay Drive). A board member asked if the fence be brought up flush with the building. Board said yes, he can bring the fence up to the corner of the house he then can park anything inside the fence and out of sight.
- ? Vehicles cannot be parked in unpaved areas of the driveways off the road.

### **Welcome Committee**

- ? No Report

### **Tract I**

- ? The three trees that the moose ate this winter will be replaced this spring. We'll check to see if any other trees died and need to be replaced.

### **Old Business**

#### **Budget:**

- ? The presidents concern was to keep enough money in the reserves from year to year for the fence along 100th. If it blows down in the middle of the winter we will need enough to fix it.
- ? Dave Riley (accountant) went through and did recalculation of the actual numbers of the prior year budget. To determine if the dues need to be increased or decreased for this year

expected operating costs. The outcome will be that the expenses for this year will exceed the income.

- ? If we raised the dues \$100 per household we will have \$3,960.00 left over at the end of the year.
- ? We do not have any big projects planned for next year except for the clean-up that will be needed next spring/summer after the road construction is done this summer.
- ? Mowing is a big expense, last year we spent \$10,195.00 but due to the road construction this summer it's projected that the mowing will most likely be less.
- ? Property management fees aren't going up for next year and
- ? If the picnic is canceled because of all the road maintenance that will save \$1000

### **New Business**

- ? We have always done a picnic every year, but with the roads all tore apart this summer might not be a good idea. Do we want to cancel the picnic?
- ? Half the fence on 100<sup>th</sup> s falling apart. We need to send out to a few companies and ask for some bids to replace the fence. The association has control of the entire fence starting from behind of 10001 Whale Bay Cir. and down to the back of 3059 Bettles Bay.  $\frac{3}{4}$  of that is behind the wooded area. Deanne was asked to contact three fence companies for bids sometime this summer.

### **Next Meeting**

19 May 2008, 7:00 p.m., at Chris Breest's house.

Motion to adjourn

Moved by Michael, seconded by David

**Carried Meeting adjourned 8:10 pm.**

# ***Alaskan Bay Owners Association, Inc.***

Minutes of 19 May 2008

**Attendees:** Chris Breest (President, Board), Michael Hanifen (VP, Board), Jim LaBau (Board, Grounds) Eric Persson and David Riley (Accountant). Kathleen Geller (Treasurer) and Dave Keller (Board Member) were absent. Deanne Tuckerman and Ulita Martusheff represented Ben Marsh and Associates, Inc.

## **Quorum**

? The Board meeting was called to order at 7:13 pm. A quorum was established with 3 of 5 members present.

## **Approval of minutes**

? Minutes of the 21 April 2008 meeting were reviewed. Motion moved by Jim LaBau to accept the 19 May 2008 meeting minutes, seconded by Michael Hanifen. **Motion carried.**

## **Treasurer's Report**

- ? David Riley presented the Treasurer's Report. As of April 30, interest income was \$86.11. Expenses included \$150.00 for common area maintenance, \$300 for accounting, \$1,500 for property management, and \$20.88 for electrical, which totals \$1,970.88. Expenses exceeded income by \$1,884.77. As of April 30, the association had \$2,203.67 in the checking account \$5.00 in savings, and \$42,501.03 in the premium saving account for a total of 44,709.70. We are in the red by \$6,787.27 for 2008 to date.
- ? Chris said that last year's spending was more than the association took in, which the board knew because of the excess funding received from the city for leasing land and finishing up Tract I. The only reserves required by the end of October will be funds to repair the fence along 100<sup>th</sup> Ave. in case it is damaged.
- ? Deanne reported there is overdraft protection on the checking account.
- ? Motion to accept Treasurer's Report. Moved by Jim LaBau seconded by Michael Hanifen. **Motion Carried**

## **Grounds Report**

- ? The three trees that died this past winter will be replaced this summer.
- ? Jim LaBau will do a walk through Saturday of KFQD Park and pick up any trash that needs to be picked up.
- ? Jim LaBau mentioned that the saplings that are growing in the middle of KFQD Park need to be removed and replanted around the edges of or in Tract I.
- ? We have two checks to Marie's daughter for snows plowing that were outstanding since February. Deanne had called her and asked if we need to reissue checks. David stated that she finally cashed the checks in May.
- ? Mowing and watering the lawn will be done once every week around the common areas.
- ? Chris Breest has already cut down broken alders along the 100<sup>th</sup> Ave. fence. The plan for next year is to cut down more alders and clean the area up. The trees have grown a lot and the area will look better with the alders gone.
- ? Chris Breest requested that a truckload of dirt be brought in and dumped in the woods behind the hill and behind his property. The dirt won't be seen from the road. Every year

more dirt is needed to fill in tire ruts and other holes. The association has been getting five or six bags of dirt every year to fill in tire ruts and it is costly.

- ? The Association needs to approve getting three trees to replace those that died. Trees are about \$50 to \$100 a piece. A truckload of dirt costs about \$150 to \$200.
- ? Jim LaBau moved to approve up to \$700 for three replacement trees and half a dump truck of soil. All were in favor and the **Motion Carried**
- ? Jim LaBau will get the trees and Chris Breest will order the dirt.
- ? Dumpsters were delivered a week late but it worked out well because the weather was still wet and cold. The dumpsters are being used and it's great. We will keep the dumpsters to the end of May.
- ? Dog Doo station is being used. The city does the cleanup. Someone comes in a cart once a week and dumps the poop bags and refills the dog doo station with plastic bags. Jim LaBau will call Nancy Beardsley of Park and Recreation and get information about who is in charge of the doggy station. He will ask her if we can get more stations put in at the other end of the bike trail and at the entrance of the park.
- ? The association needs to have the dandelions and clovers sprayed next summer to control them from spreading around the park.
- ? Next summer, when the roads and landscaping are done, we will have a picnic or block party for the neighborhood, but not this year due to road construction

### **Road Improvement District (RID)**

- ? Chris Breest spoke with John Smith from Alaska Frontier Services. Contracts were sent out by Alaska Frontier Services to all homeowners. There will be a neighborhood meeting on June 10, 2008. The meeting will cover the time frame of construction, temporary parking and walking paths while the road construction is underway. All questions that the homeowners have will be answered.
- ? John Smith said that all homeowners should be sure to have their contracts with the Municipality signed before work begins. The contractor will tear your driveway and yard apart when working on the road. If the contract isn't signed, the Municipality's contractors will not fix your driveway or yard. The contract will give them legal access to fix your yard and driveway, and will protect you in case they don't fix any damages in a timely manner.
- ? If the homeowners have any question they need to call the contractors and not the city. The homeowners need to call the number on the paperwork for a one-on-one meeting.
- ? Stub-outs will be put in for the storm drains. Each homeowner needs to look at his contract and plan. Homeowners can have the stub-out moved to a different section of the yard if they don't like where it was planned. Homeowners need to notify the contractor about the changes before the contract is signed and before the construction begins.
- ? Chris Breest will write up a flyer and go door to door to notify the homeowners about the meeting. The flyer will let the homeowners know when and where the meeting will be held.

### **Architectural Report:**

- ? Chris Breest gave the architectural report.
- ? Clint Johnson asked to have his house approved for painting. He sent the color patterns to the manager, Deanne Tuckerman. Deanne approved the paint color.
- ? The association sent a letter to the Dowling household on 2921 Rocky Bay about their fence that is falling down and asked for a time line to have it fixed. They sent a letter back and said they plan to have the fence fixed this summer but they can't do it in ten days.

They apparently misread the association's letter. Chris Breest suggested that the manager call the homeowner back and explain that they had 10 days to respond with a timeline to have the fence fixed, not that they had ten days to fix the fence. Deanne will give them a call.

- ? Melissa and Rhett Butler at 3043 Eaglek are remodeling their home. They requested approval to allow a Dumpster be set out in front of their home between May 23<sup>rd</sup> to May 30<sup>th</sup>. Deanne Tuckerman approved the Dumpster.
- ? Randy Benez at 10130 Eshmay has requested approval to remodel and add to their home, put on a new roof, and to repaint their home. Shingles will be the same as were approved for 3112 Bettles Bay. Chris Breest said that the board does approve the remodel providing that the remodel is according to city codes and is done by a licensed contractor. The owner needs to give us a plan when the remodel starts and ends. Also they need to consider if their remodel will affect or be affected by the road construction.
- ? Sally Porto at 3065 Bettles Bay called and said that in her divorce her ex-husband, Vincent Porto, was ordered to pay the dues but not the late fees. She asked if the late fees would be forgiven. Chris Breest said that she had also called him. As of last Monday Vincent Porto hasn't paid the dues. Chris Breest told her that once the principal dues are paid then the late fees would be relieved.
- ? At 2930 Rocky Bay Circle, the paint is down to bare wood. We sent the owner another letter on April 29, requesting a timeline on when he plans to have his house painted and as of today we haven't heard from him. We sent him several letters last year about his home needing painting. Chris Breest said to send another letter to notify the owner that the house is not in good repair and that it's condition is against the association's covenants. Further, failure to respond to the letter will result in fines of \$25 applied every month. The letter should ask him if he needs assistance with the painting.

#### **Vehicular Report:**

- ? The association needs to start fining 3117 Bettles Place for the trailer in the driveway. It has been there for over 3 weeks and hasn't moved. He hasn't responded to our letter about removing the trailer.
- ? Vehicles have a 72-hour notice; the fine of \$25 will be applied for every 72 hours the violation continues.

#### **Welcome Committee**

- ? Chris Breest has the gifts to welcome new homeowners. Chris Breest will welcome one new homeowner and Jim LaBau the next one.

#### **Tract I**

- ? Eric Persson will have the dead trees cleaned up around the Tract I.

#### **Old Business**

- ? The newsletter went out and everybody kind of read it. Chris Breest said he didn't get any negative feed back.

#### **Budget:**

- ? The board asked the manager to call the Fenceman and ask them to give us a bid to replace the fence along 100<sup>th</sup> Ave. Let the Fenceman know that the fence will not be replaced this summer but next summer. The board needs to get a dollar value so they can



budget it for next year.

### **New Business**

- ? The manager had sent a letter to 3120 Admiralty Bay about the weathered and tattered-looking yellow ribbon around the tree in the front lawn. The ribbon has been around the tree about a year now. The owner called today and said she doesn't want to remove the ribbon from the tree because her husband is in Iraq. The board decided that they would let the ribbon stay unless a neighbor makes a complaint. If the association receives a complaint about the ribbon, then we will send the owner a letter asking her to remove the ribbon.
- ? Chris Breest said that we can't pick and choose on which covenants to enforce. They hired Ben Marsh & Associates, Inc., to enforce all covenants. If someone has an issue about fines levied against them for violations, they are welcome to come to a board meeting and ask to be heard. If anyone wants to change a covenant they don't agree with, they are more than welcome to try and change it. It takes a two-thirds majority of the homeowners to change a covenant.

### **Next Meeting**

16 June 2008, 7:00 p.m., at Jim LaBau's house on 2951 Admiralty Bay if Chris Breest is still out of town.

Motion to adjourn

Moved by Michael Hanifen, seconded by Jim LaBau and Chris Breest

**Motion Carried** Meeting adjourned 8:36 pm.

# ***Alaskan Bay Owners Association, Inc.***

Minutes of 16 June 2008

**Attendees:** Chris Breest (President, Board), Michael Hanifen (VP, Board), Jim LaBau (Board, Grounds), David Riley (Accountant). Kathleen Geller (Treasurer) and Dave Keller (Board Member) were absent. Deanne Tuckerman represented Ben Marsh and Associates, Inc.

## **Quorum**

? The Board meeting was called to order at 7:25 pm. A quorum was established with 3 of 5 members present.

## **Approval of minutes**

? Minutes of the 19 May 2008 meeting were reviewed. Motion by Jim LaBau to accept the 19 May 2008 meeting minutes with the following corrections. On page 2, seventh bullet, third line: Nancy Bagsley should be Nancy Beardsley. On page 2, first bullet, third line under Road Improvement District: June 15 should be June 10. Page 4, Tract 1, first line: KFQD Park should read Tract I. Seconded by Michael Hanifen. **Motion carried.**

## **Treasurer's Report**

? David Riley presented the Treasurer's Report. Income as of 31 May, dues were \$309.63, resale certificate \$150.00, transfer fee \$50.00, violations \$25.00 and interest income was \$85.22, for a total income of \$619.85. Expenses included \$449.16 for common area maintenance, \$174.35 for printing and reproduction, \$300 for accounting, and \$1,500 for property management, which totals \$2,423.51. Expenses exceeded income by \$1,803.66. As of 31 May, the association had \$2,759.72 in the checking account, \$5.00 in savings, and \$40,120.88 in the premium saving account for a total of \$42,885.60. We are in the red by \$8,611.37 for 2008 to date.

? We have one outstanding fine for 3059 Bettles Bay.

? Motion to accept Treasurer's Report. Moved by Jim LaBau seconded by Michael Hanifen. **Motion Carried**

## **Grounds Report**

? Jim LaBau called Bells Nursery to check on the warranty for the cherry trees we bought last year. The warranty only lasted till October, but the sales person there said that lots of trees are just very late in budding this year because of the colder weather. Jim LaBau looked at the trees again and found that only two might need to be replaced, and one looked like it might have buds. Bell's Nursery is having a 40% off sale now, so if we have to replace any trees we will be able to buy them on sale.

? Jim LaBau will be sending around an e-mail, probably the last week-end of the month, asking for help digging up the saplings that are growing in the middle of KFQD Park. They need to be removed and replanted around the edges of or in Tract I.

- ? Jim LaBau reported two of the spruce saplings that were removed from KFQD Park and planted in Tract I died over the winter. Chris Breest thinks the soil has something to do with the trees dying.
- ? Mowing and watering the lawn will be done once every week around the common areas.
- ? The Dumpsters were picked up from Hogan and Whale Bay the last day of the month.
- ? The Dog Doo station by the school is being used. Jim LaBau talked with Marie Steele and she does have the key to the station. She will check to make sure there are bags in the station.
- ? The May mowing bill from M&A Enterprises was \$1,990.00. This is for mowing all tracts except for the tract by Ensign, which, if watered regularly, will be ready for mowing in about two weeks. The weekly charges will depend on when Ensign requires mowing and when W.100<sup>th</sup> Ave. goes off-line due to the roadwork.
- ? Chris Breest reported that the dandelions are all over the place this year. He will purchase some weed killers and spray this next week. He will turn the receipt into Deanne Tuckerman for reimbursement, and M&A Enterprises will charge for putting the weed killer down.
- ? Motion to accept Ground's Report. Moved by Michael Hanifen seconded by Chris Breest.  
**Motion Carried**

### **Road Improvement District (RID)**

- ? The city is reviewing the plans for adding collection points for the storm drains on Bettles Bay. The plans as drawn up right now have no collection points, which many residents felt are critical for the area. After some discussion, the city said they would review the plans and try to add some collection points.

### **Architectural Report:**

- ? Deanne Tuckerman reported there were no new architectural requests. However, she did report that a homeowner did send a note about new signage for the area. Chris Breest asked Deanne to see if she could get the cost for the stone signs installed at Southport. Carr-Gottstein put the signs in when they built the neighbor hoods. We would need three to four signs. The signs are on private property so we would have to have individual homeowners' permission. The signs could not be put in the right away.
- ? Michael Hanifen requested permission to remove the pine tree on the north side of his house. He also requested permission to replace all his windows with Milguard Petla windows in the traditional style. The board approved the request and Chris asked Deanne to write an approval letter.
- ? Wayne Larson, 2930 Rocky Bay, sent a second letter stating he would be out to town till July. If the weather held he would paint his house but the day and night temperatures will be a factor.
- ? The fence between 10001 and 10011 Eshmay Bay is starting to lean. Deanne was requested to send a letter to the owner requesting a timeline for repair of the fence.
- ? Motion to accept Architectural Report. Moved by Jim LaBau seconded by Michael Hanifen. **Motion Carried**

### **Vehicular Report:**

- ? There was a question on the half cul-de-sac and what the requirements are for parking or not parking in the in the area. Parking there might be an impediment for emergency vehicles' access to the houses. Chris asked Deanne to call the police department and get the rulings on parking in the cul-de-sac by the next meeting.

### **Welcome Committee**

- ? Jim LaBau introduced himself to Joshua and Ester Samuals, the new owners of 3011 Admiralty Bay Drive, and helped them check out the sump pump in the house. Mr. Samuals is a dentist from Nome.

### **Tract I**

- ? Replacement of trees if required as stated earlier.

### **Old Business**

- ? Deanne got the bid for the new fence. According to the bid there is about \$2,000 maintenance to be done this year. The fence should last another 30 years if properly maintained.
- ? Deanne was requested to call Thee Fenceman, and let the bid for the maintenance once W. 100<sup>th</sup> Ave. renovations are completed.

### **New Business**

- ? David Riley requested the board revisit the violation fines issue, specifically the boats, trailer and motor home rules after the 72 hours allowed for cleaning, loading, or unloading. The way David read the house rules it was \$25.00 per month. This is cheaper than paying a storage fee. After considerable discussion Chris Breest requested everyone look at the house rules and be prepared to discuss them at the next meeting. The house rules can be changed as long as all documents, examples to include the web site, resale certificate and any other area where the house rules are posted, are changed and a notice is sent to all owners.

### **Next Meeting**

21 July 2008, 7:00 p.m., at Jim LaBau's house on 2951 Admiralty Bay.

Motion to adjourn

Moved by Chris Breest, seconded by Michael Hanifen.

**Motion Carried** Meeting adjourned 8:30 pm.

# ***Alaskan Bay Owners Association, Inc.***

Minutes of 21 July 2008

## **Attendees:**

Chris Breest (President, Board), Kathleen Geller (Treasurer), Jim LaBau (Board, Grounds), Dave Keller (Board Member), and David Riley (Accountant).

Michael Hanifen (VP, Board) was absent.

Deanne Tuckerman and Lita Martusheff represented Ben Marsh and Associates, Inc.

## **Quorum**

The Board meeting was called to order at 7:32 pm. A quorum was established with four of five members present.

## **Approval of minutes**

Minutes of the 16 June 2008 meeting were reviewed. Motion by Jim LaBau to accept the 16 June 2008 meeting minutes with the following corrections: On page 2, fifth bullet, first line: Maries Steel should be Marie Steele. Seconded by Dave Keller. Motion carried.

## **Treasurer's Report**

David Riley presented the Treasurer's Report. Income as of 30 June came from dues, \$550.00; a resale certificate, \$450.00; late fees, \$175.00; violations, \$100.00; and interest of \$77.57, for a total income of \$1,352.57. Expenses included \$2,060.84 for common area maintenance, \$49.98 for common area grounds, \$17.99 for postage and delivery, \$300 for accounting, \$1,500 for property management, and \$19.98 for electricity. June expenses total \$3,948.79, exceeding income by \$2,596.22. As of 30 June, the association had \$800.93 in the checking account, \$5.00 in savings, and \$39,333.45 in the premium saving account for a total of \$40,139.38. We are in the red by \$11,207.59 for 2008 to date.

All violations and annual dues have been collected as of the end of June 2008.

The fence will be repaired for \$1,950 this fall after 100th Ave. has been completed.

We have a bid to completely replace the fence for \$25,272, which is the amount of money we should keep in the reserve account.

Motion by Dave Keller to accept the Treasurer's Report. Motion seconded by Jim LaBau.  
Motion Carried

## **Grounds Report**

Jim LaBau is holding off on buying trees for Tract I to replace the four that winter-killed and two that were moose-killed to make sure the trees are really dead. The coolness of this summer has caused trees to be very slow to bud.

Jim LaBau reported on August 2nd that he would put together a work party to dig out the dead trees in Tract I and replace them. They will also go to KFQD Park to transplant the saplings from the inside of the park to make an outer barrier around the park.

Deanne was asked to post posters on mail-boxes on Bettles Bay Friday, 31 July, to announce the work party for the tree planting on Saturday, 2 August, at 10:00 AM.

The Association has spent \$4,185.00 for mowing the common areas in May and June this year. Jim LaBau estimates for the whole summer, May to September, it will cost around \$10,000 for mowing. All tracts were mowed in the month of June. Last year, four tracts were not mowed due to construction. With the roadwork this year on 100<sup>th</sup>, the mowers might not be able to mow there. It will depend on how much of the right-of-way the contractors mess up during construction.

Chris Breest and A&M Enterprises sprayed the common areas for weeds. Weeds have not required spraying for several years, but the weeds were very bad this year.

A homeowner sent an e-mail requesting the Association's assistance in his efforts to get MOA Parks & Recreation to drain the drainage ditch on the periphery of KFQD Park because of the mosquito problem there. He also collected many signatures on a petition to send to the Municipality. After discussion, it was decided that Deanne should attach a cover letter from the Association and mail the petition to Parks and Recreation, with copies to Mayor Begich and the homeowner.

Motion to accept Ground's Report. Moved by David Keller seconded by Kathleen Geller.  
Motion Carried

### **Road Improvement District (RID)**

The water drainage collection points on Bettles Bay were not specified in the design package. The storm drains were included in the design, but not the collection points. After much discussion at the public meeting, the engineer said he would try to add the collection points in the design. Bettles Bay will be the last street to be done, giving the engineers time to add the collection points. Chris will follow up with the engineers next week to find out if the collection points were successfully added to the plans.

Area lighting was discussed at the public meeting. The placement of the streetlights has been changed. Several homeowners were taken by surprise when the lights were placed along the street in the middle of their front yards rather than at the property lines. There is a new city code that requires lights to be every so many feet (60?) with only about eight feet variance allowed. In the past, the lights could be put on property lines but now the new code prohibits this so new streetlights are being placed in the middle of the lots where they disrupt views from the homeowners' windows.

The engineers say that the lights are designed with a reflector to shine the light out and down, not back into the lot or house and not up into the atmosphere. The lights are low-intensity lights but there are many more light poles. Many of the homeowners did not realize they would now have a new light pole in the middle of their yard. Unfortunately it is too late in the process to change to decorative lights or to fight where the light poles are placed.

Everyone was told at the public meeting that the paving and curbs would be completed this year. Landscaping and driveways might have to be completed next year if the contractors run out of time this year.

Motion to accept Road Improvement District report. Moved by Kathleen Geller seconded by Jim LaBau. Motion Carried

### **Architectural Report:**

Deanne Tuckerman reported there was one new architectural request. Carl Cartwright, 3101 Admiralty Bay, requested that he be allowed to increase the size of his driveway to accommodate his cars. He plans on having the contractors do this when they replace his

driveway. After much discussion, the larger driveway was approved with the restriction that Mr. Cartwright's use of his parking area had to strictly comply with the CC&R (Association Covenants, Conditions, and Restrictions).

This restriction means that the larger parking area cannot be used as a storage area for junk cars, or winter or summer recreational vehicles, etc. Mr. Cartwright will be allowed to park on the grass during construction. Once the construction crews leave, he will not be allowed to park on the grass. If his driveway does not get completed this season, he will not be allowed to park there this winter.

Mat and Lacy took plans for a shed to David Keller for permission to build a shed in their back yard. David asked if he could just give Mat and Lacy permission to build the shed. Chris Breest explained to David that the shed could be built if it cannot be seen from the street. If the shed can be seen from the street, the roof has to have the same material as the house, and the paint must be the same color as the house. Dave explained the shed was in the back of the lot and was hidden by trees. As long as the structure is not visible from the street and is behind the home's fence, we do not care what they do.

Motion to accept Architectural Report. Moved by Jim LaBau seconded by David Keller.  
Motion Carried

#### **Vehicular Report:**

No report.

#### **Welcome Committee**

Chris Breest has tried to make contact with the new owner on Eshmay, but he has not been able to make contact yet. He will keep trying until he is able to catch up with them. David Riley told Chris there were two more new owners and that he would email the information to Chris. Chris will then make contact with them and welcome them to the neighborhood.

#### **Tract I**

No report.

#### **Old Business**

Deanne called Thee Fenceman and left a message requesting that he do the repair work once 100th Ave has been completed. She will follow up with him when she can see that construction on 100th is done. If 100th takes too long, we will do the repair work next spring.

#### **New Business**

House rules were being read incorrectly regarding fines for improperly parking recreational vehicles. Fines for RV's are \$100.00 for the violation. Additional \$100.00 fines will be imposed every 48 hours after the first notice to the owner until the vehicle is moved.

Jim LaBau reported that the lady who lives at 2921 Admiralty Bay would like the board to help her talk with the Muni regarding where they replaced the fence they took out when they did all the road work last year. Jim was going to get with her and he will present her complaints at the next meeting. We will write the letter for her when we find out her concerns.

#### **Next Meeting**

18 August 2008, 7:00 p.m., at Chris Breest's house 3137 Bettles Bay.

#### **Adjournment**

Motion to adjourn: Moved by Jim LaBau, seconded by Dave Keller.

Motion Carried Meeting adjourned at 8:55 pm.



# ***Alaskan Bay Owners Association, Inc.***

Minutes of 18 August 2008

## **Attendees:**

Chris Breest (President, Board), Michael Hanifen (VP, Board) and Dave Keller (Board Member). Kathleen Geller (Treasurer), Jim LaBau (Board, Grounds), and David Riley (Accountant) were absent.

Deanne Tuckerman represented Ben Marsh and Associates, Inc.

## **Quorum**

The Board meeting was called to order at 7:14 pm. A quorum was established with three of five members present.

## **Approval of minutes**

Minutes of the 21 July 2008 meeting were reviewed. Motion by David Keller to accept the 21 July 2008 meeting minutes. Seconded by Michael Hanifen. Motion carried.

## **Treasurer's Report**

Deanne Tuckerman presented the Treasurer's Report for David Riley. Income as of 31 July came from transfer fee, \$100.00; and interest of \$72.34, for a total income of \$172.34. Expenses included \$2,195.00 for common area maintenance, \$34.90 for printing and reproduction, \$300 for accounting, \$1,500 for property management, and \$18.55 for electricity. July expenses total \$4,048.45, exceeding income by \$3,876.11. As of 31 July, the association had \$852.48 in the checking account, \$5.00 in savings, and \$35,555.79 in the premium saving account for a total of \$36,413.27. We are in the red by \$15,083.70 for 2008 to date.

Motion by Mike Hanifen to accept the Treasurer's Report. Motion seconded by David Keller. Motion Carried

## **Grounds Report**

Deanne Tuckerman sent the petition from the owners around KFQD Park for help with the drainage ditch and mosquito problem with a cover letter to Mr. Dillion, Parks and Recreation Department and cc to Mayor Begich.

The trees the moose killed this past winter in Tract I have been replaced and a couple of spruce saplings from KFQD Park were transplanted where the old ones did not live through the winter. The only suggestion Bell's nursery could give was to ensure lots of water was given to the trees. Chris requested a couple of the neighbors that back Tract I to run their hoses to the trees and let the water run for a little while. Jim LaBau put more netting around all the trees to try to prevent the moose from getting to the trees.

Motion to accept Ground's Report. Moved by David Keller seconded by Michael Hanifen. Motion Carried

## **Road Improvement District (RID)**

The water drainage collection points on Bettles Bay have been added to the plans. There will be a total of 6 collection points on Bettles Bay which should cause a major difference in the standing water. There will not be any fin drains on Bettles Bay. Time wise the contractors are

very close to their time schedule.

There was discussion regarding some of the light poles, it appears some of the poles have been moved. Apparently there are rules which i.e., within so many feet of a storm drain and utility lines, which have caused some of the light poles to be removed from the center of the living room windows and front lawn.

Driveway replacements have started on Eaglek and are being bid at about \$3.00 per sq foot. Not all bids have been completed for the driveways. The rates were locked in 5 years ago plus 10%. There were 75 requests for bids and of the 35 which have been bid about half accepted. The contractor was still contacting people with bids as of this meeting.

One of the board members has a question regarding the stub outs. Who should he contact and how to get the pipe laid you. David Keller was looking into contacting a landscaper who has a small trenching machine. Once David gets the information he is to contact Deanne and she can put together a letter to be mailed to all the owners. There is a possibility a group rate can be gotten if enough people are interested. Michael Hanifen motioned the board approve the cost of a mailer to inform the homeowners of the contact for installing the stub out to the storm drain. Chris Breest seconded the motion. Motion passed.

The walkway to the school on Rocky Bay Road has plenty of water underneath and in the past has broken up from the asphalt. Marie Steele, a homeowner on Rocky Bay requested a fin-drain be placed along this walkway to help protect the sidewalk from breaking up shortly after it has been replace. The construction will include some type of repair to protect the water from causing harm to the walkway.

There was mentioned the fence at 2901 Rocky Bay was as few feet in the right-of-way. The walkways have a ten (10) foot easement and the contractor was telling the owner the fence needed to be removed. The board discussed this and decided even if this is correct they would prefer not to have the homeowner remove their fence and the board would put this in writing if required. The walkways are only for children to get to the schools and everyone would prefer not to have them large enough for an auto to drive on.

Motion to accept Road Improvement District report. Moved by David Keller seconded by Michael Hanifen. Motion Carried

### **Architectural Report:**

Deanne Tuckerman reported there was a letter from the homeowner at 2930 Rocky Bay regarding painting of his house. He is blaming the weather for his not being able to paint and he will get it done yet this summer. Deanne sent out a letter informing him he would be charged \$100.00 per month all winter, as of the end of October, if the house did not get painted this summer trying to get him to paint his house. The board offered assistance if the homeowner needed it but got no response to the offer.

Deanne Tuckerman presented a request from the homeowner at 2910 Rocky Bay to remove four trees in the North side of the driveway. They are marked with surveyors tape. The owners will put in lawn and possibly a narrow flower bed to replace the rocks that had to be moved in conjunction with the storm drain construction. The board approved this request with the request the removal be done by a professional person.

Deanne Tuckerman reported on an e-mail she received regarding a car being broken into and

an iPod being stolen from the glove box. The car was parked on Ensign during the road construction. Discussion followed about how some windows on vehicles were broken out during the construction and other vandalism acts were done. Really nothing the homeowner association can do but people need to know what is happening.

Motion to accept Architectural Report. Moved by Michael Hanifen seconded by David Keller.  
Motion Carried

**Vehicular Report:**

No report.

**Welcome Committee**

Chris Breest has made contact with the two new owners on Eshmay Bay but still has two other new owners to contact and welcome into the area. The welcoming committee gives out a \$25.00 gift certificate to Lowes and makes sure there are no questions about the area and how to get answers if there are any questions. He will get to them within the next few days.

**Tract I**

The new trees have been planted as reported in the Grounds Report.

**Old Business**

No report

**New Business**

No report

**Next Meeting**

15 September 2008, 7:00 p.m., at Chris Breest's house 3137 Bettles Bay.

**Adjournment**

Motion to adjourn: Moved by Michael Hanifen, seconded by Dave Keller.

Motion Carried Meeting adjourned at 8:00 pm.

***Alaskan Bay Owners Association, Inc.***

Minutes of 15 September 2008

**Attendees:**

Chris Breest (President, Board), Michael Hanifen (VP, Board), Dave Keller (Board Member) and David Riley (Accountant). Kathleen Geller (Treasurer) and Jim LaBau (Board, Grounds) were absent.

Deanne Tuckerman and Lita Martusheff represented Ben Marsh & Associates, Inc.

**Quorum**

The Board meeting was called to order at 7:14 pm. A quorum was established with three of five members present.

**Approval of minutes**

Minutes of the 18 August 2008 meeting were reviewed. There was one correction to the minutes on page two. The last sentence should read "the board offered assistance if he needed it but got no response". Motion by Michael Hanifen to accept the 18 August 2008 meeting minutes with the above correction. Seconded by David Keller. Motion carried.

**Treasurer's Report**

David Riley presented the Treasurer's Report. Income as of 31 August came from transfer fees of \$50.00 and \$59.17 interest, for a total income of \$109.17. Expenses included \$2,165.00 for common area grounds, \$423.34 for common area maintenance, \$300 for accounting, \$1,500 for property management, \$38.41 for supplies, and \$18.00 for electricity. August expenses totaled \$4,444.75, exceeding income by \$4,335.58. As of 31 August, the association had \$2,607.73 in the checking account, \$5.00 in savings, and \$29,464.96 in the premium saving account for a total of \$32,077.69 and one account receivable for \$100.00. We are in the red by \$19,419.28 for 2008 to date on a cash basis.

Motion by David Keller to accept the Treasurer's Report. Motion seconded by Mike Hanifen. Motion carried.

October is the month when the dues notices are sent out. David Riley asked how much the dues would be for this billing cycle. The board discussed raising dues. Previous budget topics and figures were discussed. Considering the management company fees and the new grounds mowing contract, dues will need to be raised \$50.00. The property management company has been on board for one year now, and the mowing contract is up for renewal the spring of 2009. The mowing contract has been in place for 6 or 7 years, the cost of gas has increased substantially, and all areas requiring mowing are now being mowed.

David Keller moved to increase dues from \$275 per year to \$325 per year. Motion seconded by Mike Hanifen. Motion carried.

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### **Grounds Report**

The city responded to our letter regarding the mosquito problem at the drainage ditch, basically saying that they will do nothing about the problem. Deanne was requested to send a copy of the letter to Wiley Brooks and to let him know that the board of directors will buy mosquito spray in the spring and will assist him and other homeowners in spraying the area behind their homes. If homeowners would like to explore this avenue in the spring, let a board member or Deanne know.

David Keller asked if the walking trail had been widened on Rocky Bay. The answer is no. Deanne talked with the homeowner who was told her fence needed to be removed. The fence was not on an easement and the trail was left the same size, just enough for the kids to walk to school. A drain installed along the side of the walk, and hopefully neither will break up this winter.

Chris reported the fence along 100<sup>th</sup> Ave. was leaning more, observed when he mowed this weekend. Chris requested the board have Thee Fenceman to come in and do the work to prolong the life of the fence that he estimated this summer. This included fixing the cross-members and other work.

Mike Hanifen made a motion to call Thee Fenceman to do the work outlined in his estimate. Seconded by David Keller. Motioned carried.

The city still has not replied to our request to replace the fence on the corner of Admiralty and Ensign.

Chris reported that he has done one mowing this month but it is not complete. He still has Tract I to mow, but he got rained out while he was mowing there. He will complete mowing Tract I on a dry night. Everything looks good. Tract I has filled in very well where we seeded it last summer. There should be only one or two mowings left for this season.

Motion to accept Ground's Report. Moved by Michael Hanifen, seconded by David Keller. Motion carried.

### **Road Improvement District (RID)**

Chris reported the gutters have been poured all the way around Bettles Bay, and Whale Bay is being excavated this weekend. All the roads and sidewalks will be completed by the end of the month. Next month, they will finish all the driveways unless something catastrophic happens.

Mike Hanifen reported that his wife, Paula, spoke to a crewmember regarding the extra height of their driveway entry compared to the other driveways. After he talked to Ron (from the contracting company), the contracting company finally cut away the high spot on his driveway.

Mike Hanifen drove around the subdivision looking at the different driveways to see if there were any other driveway entries that should be cut. It was raining, and he saw water standing at Rocky Bay rather than flowing into the drains. He felt there should be

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a slight hump in the driveway entry so the water would drain into the gutter.

Chris asked Mike to talk with Ron (from the construction company) and explain what he saw and to show Ron the pictures Mike took, so this problem can be corrected. Mike said he talked to a homeowner who lives in the area and the water problem was there before the road construction started. The construction company may need to go back in and regrade this area so it will drain correctly.

Mike Hanifen called Chugach Sewer and Drain (Mike) for an estimate on hooking up his stub-out. Mike has a very large project because of the way his driveway goes around and would have to be cut. While Chugach Sewer and Drain was there, Mike asked for a bid for an average home with just a straight line to the stub-out for comparison. He received back a bid for his house and also a bid for the average home, and it looks like around \$3,990, based on 10 homes contacting Chugach Sewer and Drain. John's Excavating came in with a bid of \$4,200. Chugach does this all the time and has a heating line that hooks to an electric light switch so that the line does not freeze.

David Keller is working with SMG Landscapes for a bid. SMG Landscapes works with a plumber (Shane). SMG has not gotten back with a bid as of this meeting. This information will be attached to the spring newsletter for all the homeowners. We will need to set up an RSVP system because the more people we have participate, the less it will cost each homeowner.

Jim expressed concern regarding some huge holes that were dug up a second time. The company did not compact the soil adequately when they filled in the holes. Jim had a dip in front of his driveway where they did the excavation, so he pointed the dip out to the contractor. Jim recommends that other homeowners watch out so we do not end up with a lot of unevenness where the contractor did not properly compact the soil where they dug it up. Chris reminded us of the one-year warranty on the contractors' work.

Motion to accept Road Improvement District report. Moved by David Keller, seconded by Michael Hanifen. Motion carried.

### **Architectural Report:**

Mike Hanifen has put in a bay window and had to take out some stucco in the process. They are contemplating installing cedar shake shingles. They will do the work around the window this year and finish the rest of the house next year. Deanne requested a letter describing the work for the files and the board approved the changes.

The owner at 10041 Eshmay requested permission to put in a new fence. She talked with Chris Breest and got the proper procedures to follow. She then faxed a diagram to Deanne and got permission to proceed via e-mail and follow-up letter. Her family was here and offered to help her put in the fence over the weekend.

Mike Hanifen asked about a temporary speed bump on Eshmay to slow down traffic. The board explained to Mike that this idea has come up in the past and it can't be done ad hoc. Mike was referred to the association web page and minutes of the meetings to see the rules. There has to be a Muni traffic count and checklists completed before the Muni will consider installing a speed bump. The best option in the near term is to call

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the police department and request that they place their speed cart on the property to show people how fast they are driving. (The speed cart is basically a radar speed gun with a large display to show drivers how fast they are going. It seems to work very well in making drivers aware of their speeding.)

Mike said that one of his neighbors has an autistic child who might run out in the street at any time. Chris told Mike that parents with a handicapped child could request a sign indicating that there is special needs child in the area. This is a large sign and it is automatically done for a special needs child. Lita recommended the parents call ASSETS for support in getting the special needs child sign.

Motion to accept Architectural Report. Moved by Michael Hanifen seconded by David Keller. Motion carried.

**Vehicular Report:**

No report.

**Welcome Committee**

David Riley reported there was one new owner. David will e-mail Chris with the information so Chris can go visit and give them a welcoming package.

**Tract I**

No report

**Old Business**

None

**New Business**

David Riley is to send out the new dues billings with dues at \$325.00 per year.

**Next Meeting**

20 October 2008, 7:00 p.m., at Chris Brest's house 3137 Bettles Bay.

**Adjournment**

Motion to adjourn: Moved by Michael Hanifen, seconded by Dave Keller.

Motion carried. Meeting adjourned at 8:18 pm.

## *Alaskan Bay Owners Association, Inc.*

Minutes of 20 October 2008

### **Attendees:**

Chris Breest (President, Board), Michael Hanifen (VP, Board), Kathleen Geller (Treasurer), Jim LaBau (Board, Grounds), and David Riley (Accountant). Dave Keller (Board Member) was absent.

Deanne Tuckerman and Lita Martusheff represented Ben Marsh & Associates, Inc.

### **Quorum**

The Board meeting was called to order at 7:15 pm. A quorum was established with four of five members present.

### **Approval of minutes**

The minutes of the 15 September 2008 meeting were reviewed. There were three corrections to the minutes. On page one, under Treasurer's Report, David Riley presented the Treasurer's Report, not Deanne Tuckerman. On page two, second paragraph under RID, Michael Hanifen's wife's name is Paula, not Pam. On page two, third and fourth paragraphs, it should be "Thee Fenceman" not "The Fenceman". Motion by Michael Hanifen to accept the 15 September 2008 meeting minutes with the above corrections. Jim LaBau seconded the motion. Motion carried.

### **Treasurer's Report**

David Riley presented the Treasurer's Report. Income as of 30 September came from \$13,325.00 annual dues and \$55.74 interest, for a total of \$13,380.74. Expenses included \$2,620.00 for common area grounds, \$300 for accounting, \$1,500 for property management, and \$39.84 for electricity, for a total expense of \$4,459.84. September income totaled \$13,380.74, exceeding expenses by \$8,920.90. As of 30 September, the association had \$767.89 in checking, \$5.00 in savings, and \$40,225.70 in the premium saving account, for a total of \$40,998.95. There were also two accounts receivable for \$125.00. We are in the red by \$10,498.38 for 2008 to date on a cash basis.

David Riley also reported that at the end of September, he billed 132 properties for annual dues totaling \$42,900.00. Since then, 62 properties (47%) have paid a total of \$20,150.00. There are a total of 69 properties (53%) that have not paid. They total \$22,425.00. He did not do a comparison with last year at this time.

David reported as of today, 20 October, the checking account has \$2,053.89. There was \$5.00 in savings, and \$40,550.70 in the premium saving account. Cash assets total \$42,609.59.

It was reported that one of the members, who was fined for a boat being parked in his driveway for longer than the 72 hours allowed, is not going to pay the fine. It was explained he did not have to pay the fine, but it would just stay on the books until the house was sold. ABOA would get their money then. ABOA has collected more than \$5,000 when a house sold. The board does not decide who gets fined and who doesn't.



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The Association has a property manager that enforces the Codes, Covenants and Restrictions based on a weekly inspection of the properties in the association.

Motion by Jim LaBau to accept the Treasurer's Report. Motion seconded by Kathleen Geller. Motion carried.

The board received a letter from a homeowner regarding dues being pro-rated on account of the roadwork and the whole area being torn up. The board asked the property manager to send her a letter explaining the dues were collected for the nine common areas that are mowed, the costs of the property manager and accountant, and any capital improvements to the area. If the homeowner wanted a breakout, the board could send her a copy of the budget. (It was included with the annual meeting information sent to all owners.). The roadwork was the result of the city passing capital improvement bonds; the dues have nothing to do with the roadwork.

### **Grounds Report**

Jim LaBau reported that the mowing cost came in right on budget. The total mowing cost for the year was \$10,434.00. The mowing contract must be renegotiated next year and the cost is expected to go up by 10% to 20% or more. We will be bidding the mowing contract out in March.

DeDe Miller has heard nothing from the city regarding her fence. Jim LaBau called John Smith (one of the Muni people we wrote the letter to) and he has not called back. Jim will follow up with Mr. Smith.

Jim LaBau, Chris Breest and a Parks and Recreation representative walked around KFQD Park for an on-the-ground review of how things were going with the cooperative agreement between ABOA and Muni's Parks and Recreation Department. Jim and Chris were able to explain the mosquito problem down in the corner. Someone has mowed a lot more grass than has been mowed before. Whoever mowed the grass left a very large pile of it. Jim LaBau was going to look tonight to see if the pile was gone, and if the grass was not gone he was going to call the city so they could send someone to clean it up. Areas left in their natural state in the past have now been mowed and the park really looks good.

Deanne Tuckerman reported that Wiley Brooks called her and acknowledged getting the letter from the Parks and Recreation Department saying they will do nothing for the mosquitoes. Wiley said he would talk with his neighbors about the spraying proposed by the board. He would call us later if they want to try to pursue something.

Jim LaBau will not treat the large hardwoods with moose repellent this year because the trees are large enough that the moose can't get to them. If he later finds the moose are eating the bark, he will spray with moose repellent. There is a small spruce that didn't get dug out this year. Jim spoke with Dimond Nursery and said Dimond Nursery would take the bigger trees. It is extra work to move the trees to another spot, but we need some trees along the edge of the park. Chris Breest said that now that it is mowed at the edge of the park, the trees could be easily moved there in the spring.

Mike Hanifen made a motion to approve the grounds report. Kathleen Geller seconded

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it. Motioned carried.

**Road Improvement District (RID)**

The road project is almost done; the last thing for this year remaining is the installation of new streetlights. The landscaping is not done but the contractor stated it would not be done until next summer. Some members had been concerned that the driveways would not get completed; however, it appears that all have been finished.

Deanne was asked to write a thank-you letter to Jason (of Frontier Services, the contractor) for the way he managed the project. He kept the homeowners informed of plans, finished a big job on schedule, and kept the torn-up areas to a minimum.

Michael Hanifen said he still has a couple of low spots in his driveway where Frontier Services will have to make repairs next summer. The weather has gotten too cold for them to correct the problems this fall.

Deanne was asked to call Jason from Frontier Services and find out when the mailboxes will be returned to their normal locations, and who (Frontier Services or the United States Postal Service) is going to be doing the relocation.

Motion to accept Road Improvement District report. Moved by Michael Hanifen, seconded by Kathleen Geller. Motion carried.

**Architectural Report:** None

**Vehicular Report:**

Parking in our cul-de-sacs is illegal. Who is responsible for implementing the rules? Call the police and let them know that cars are parked illegally.

**Welcome Committee:** None

**Tract I:**

The grass in Tract I has grown in very thick this year and is a pain to mow. It looks really nice though.

**Old Business:** None

**New Business:**

Mears Middle School is planning on building a parking lot that will come right up to the back fences of houses on Eshmay Drive. The school's trees will all be removed. The Anchorage School District (ASD) meeting is scheduled for Wednesday, 22 October 2008. Our concern is the effect that the location of the parking lot will have on the property values of our homes. It may be possible to talk to ASD and have them leave some trees along the property line as buffers. We need to attend the meeting and present our concerns. Michael Hanifen will write a letter to urge all the homeowners along the fence that borders the Mears Middle School to attend the meeting.

**Next Meeting**

*Alaskan Bay Owners Association, Inc.*

17 November 2008, 7:00 p.m., at Chris Breest's house, 3137 Bettles Bay.

**Adjournment**

Motion to adjourn moved by Jim LaBau. Seconded by Kathleen Geller.

Motion carried. Meeting adjourned at 8:11 pm.

## ***Alaskan Bay Owners Association, Inc.***

Minutes of 17 November 2008

### **Attendees:**

Chris Breest (President, Board), Michael Hanifen (VP, Board), Kathleen Geller (Treasurer), and David Riley (Accountant). Dave Keller and Jim LaBau (Board, Grounds), (Board Member) were absent.

Deanne Tuckerman and Lita Martusheff represented Ben Marsh & Associates, Inc.

### **Quorum**

The Board meeting was called to order at 7:09 pm. A quorum was established with three of five members present.

### **Approval of minutes**

The minutes of the 20 October 2008 meeting were reviewed. Motion by Michael Hanifen to accept the 20 October 2008 meeting minutes. Kathleen Geller seconded the motion. Motion carried.

### **Treasurer's Report**

David Riley presented the Treasurer's Report. Income as of 31 October came from \$15,875.00 annual dues, \$25.00 in violations and \$78.95 interest, for a total of \$15,978.95. Expenses included \$2,064.00 for common area grounds maintenance, \$1350.00 in Common Area Grounds, \$300 for accounting, and \$1,500 for property management, for a total expense of \$5,214.00. October income totaled \$15,978.95, exceeding expenses by \$10,764.95. As of 31 October, the association had \$2,053.89 in checking, \$5.00 in savings, and \$49,704.65 in the premium saving account, for a total of \$51,763.54. There were also three accounts receivable for \$150.00. We are in the black by \$266.57 for 2008 to date on a cash basis.

David reported as of today, 17 November, the checking account has \$1,733.66. There was \$5.00 in savings, and \$54,429.65 in the premium saving account. Cash assets total \$56,168.31.

David Riley also reported that at the end of September, he billed 132 properties for annual dues totaling \$42,900.00. Since then, 109 properties (83%) have paid a total of \$35,425.00. There are a total of 23 properties (17%) that have not paid. They total \$7,165.37 (1 member only owes \$15.31 because of closing cost put to dues). He did a comparison with last year at this time which showed in 2007 10 homeowners had not paid compared with 23 homeowners this year. Twenty three homeowners were billed late fees, 1 general clutter fine, one house painting fine, and 1 boat and trailer violation for a total fines of \$725.00.

Chris Breest requested David Riley do a budget for next year and have it ready for our next meeting. The budget was informally done when the dues were raised but we need the formal one for approval for presentation at the annual meeting 11 February 2008.

Deanne Tuckerman reported she received a phone call from a member who questioned

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the late fee he received. He claimed he did not get the original bill for the dues. Deanne told him just to mail the dues in and she would ask the board if the fine could be removed since he had not received the statement. The board did remove the fine.

Motion by Kathleen Geller to accept the Treasurer's Report. Motion seconded by Michael Hanifen. Motion carried.

### **Grounds Report**

None

### **Road Improvement District (RID)**

Chris Breest liked the thank-you letter we sent out to Jason for all the work he did with the construction this summer. The only addition was that there were several lights that did not have the protective ring around the street lights so the light is scattered all over. The one across the street from him was an example and the light shines right into his front bedroom. Would Deanne please include into the letter about a time frame for getting the reflective rings on the lights?

Deanne reported she called Alaska Frontier Services and spoke with Judy regarding moving the mail boxes back to their original spots now the road work has been completed. Judy told Deanne this was done by the Postal Service and they had nothing to do with it. Deanne then called the Huffman station and spoke with Kathleen. Kathleen told Deanne Hal or Kevin would call back with the information. Deanne waited about a week and did not get the call so she called the post office again and was told a work order was turned in 12 November to put all the boxes back to their original positions.

Motion to accept Road Improvement District report. Moved by Michael Hanifen, seconded by Kathleen Geller. Motion carried.

**Architectural Report:** None

### **Vehicular Report:**

The property manager brought up the fact there is parking in the half circle on Bettles Bay and this is causing neighbors to worry about sliding down the very steep driveways around the half circle and into the cars illegally parked there. The board asked Deanne to write a letter to homeowners there and try to find out who's cars are parked there and ask them not to park there.

Deanne has called the police department to see what was legal and the police department stated it is illegal to park in the half circle. Warning tickets or fine tickets can be placed on the cars. If the car is there over 24 hours it can be towed.

The same homeowner asked if she could move a rock she has in her yard to the corner of her lot as a marker so the cars would not half block her driveway. General discussion was the easement of 5 feet must be kept. If a city plow were to hit the rock and be damaged the homeowner would be liable for the plow damage as well.

## *Alaskan Bay Owners Association, Inc.*

Motion to accept the Vehicular report. Moved by Kathleen Geller, seconded by Kathleen Geller. Motion Carried.

**Welcome Committee:** None

**Tract I:** None

**Old Business:** None

**New Business:**

One of the homeowners emailed me she has had two broken windows since the road construction began. She just wanted everyone to know the neighborhood was not as safe as it once was. She thought it might be just the possibility the rocks were more available because of the construction. I had emailed her we would mention it in the newsletter and also bring it up at the annual meeting.

Chris Breest has taken the as-built for Deirdre Smith property to see if the fence was placed in the correct spot and to Chris it was not. John Smith from the city did reply the fence was not replaced correctly but it was on the property line. Chris will talk with John Smith to try and find out who will pay for the as-built and any other paperwork it requires to prove to the city the fence is off either 5 to 7 feet. Chris will try to handle this as nothing can happen until spring.

The annual meeting will be 11 February 2009. Deanne was requested to get Bayshore Elementary school lined up again for the annual meeting. The December board of Directors meeting was canceled and the January meeting was moved up to the 5<sup>th</sup> of January so the annual packages can be put together and corrected. The mailing must go out 30 days before the meeting is scheduled.

Michael Hanifen reported a new meeting had been scheduled for the 24<sup>th</sup> of November to discuss the plans for moving the parking lot and some of the trees for the sound barrier. After much discussion it was decided Deanne should write a letter to all homeowners telling them the homeowners concerns are loss of the tree barrier, carbon monoxide and the light pollution. Deanne will mail the letter tomorrow and include all homeowners on both sides of Eshmay.

Motion to accept the New Business. Moved by Michael Hanifen. Seconded by Kathleen Geller. Motion Carried.

**Next Meeting**

5 January 2009, 7:00 p.m., at Chris Breest's house, 3137 Bettles Bay.

**Adjournment**

Motion to adjourn moved by Kathleen Geller. Seconded by Michael Hanifen.

Motion carried. Meeting adjourned at 8:11 pm.