

# BYWATER WAY ROAD MAINTENANCE ASSOCIATION (BWRMA)

**Title: Approved BWRMA Board Meeting Minutes**

**Date: 6/13/18**

**Board Members Present:** Ralph Santa Maria, President; Carol Glidewell, Co-Treasurer; Ilona Bell, Secretary; Members at Large: Pattie Hansen, Polly Peters and Bill Shain.  
**Absent:** Tom Lewellen, Treasurer;

**Attending community members:** None

**Meeting called to order:** 5:15pm.

**3/8/18 Draft Board Minutes** Pattie Hansen moved and Carol Glidewell seconded approval of the 3/08/18 Board Minutes. The motion carried unanimously.

**Treasurer Report:** Ralph reported balances for Tom: Checking: \$33,748.94. Savings: \$25,095.35. To date, \$11,846.11 in maintenance have been received from 30 lots in our 2018-2019 fiscal year. The Board reviewed and modified Road Maintenance Assessment Fee Invoice language. Tom will incorporate these changes prior to mailing the 2<sup>nd</sup> notice before the end of June.

## **OLD BUSINESS:**

### **Road Maintenance Status:**

- White Rock Division II Association Board has been informed of potential use of White Rock II Open Space property for repairs to Hidden Springs Road (partial relocation of road into Open Space property). A formal response will be supplied to BWRMA Board after their next WRII annual association meeting, that is expected to happen in the near future.
- Road sweeping is on hold for better weather. A quote for sweeping was obtained from Agate Asphalt for a minimum 8 hours of street sweeping for \$926.50. This is with an 8-foot wide drum sweeper for heavy cleaning of asphalt roads. Ralph will pursue additional quotes for similar type of work from separate sources. Basic street cleaning costs without this equipment were about \$300 last year.
- Road Repairs were completed on Bridgeview entry area on April 25<sup>th</sup> for the cost of \$1,128.15. This was completed by Logan Development Company. Following this repair work, damage occurred at the entrance that is not the responsibility of BWRMA.
- Henry from Brush-hog has been contacted and we are tentatively scheduled for a July start of roadside brush clearing. Roads will be inspected for any additional roadside clearing.

### **Annual Meeting:**

The BWRMA Annual meeting was held at 10:00am on Saturday, April 21, 2018, at the Paradise Bay Improvement Club/Community Center with more than a quorum in attendance. The 2018-19 Budget was adopted with a Road Maintenance Fee of \$400 for this fiscal year. Draft minutes are posted on our website: BWRMA.org

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**NEW BUSINESS:**

- 2018 – 2019 Maintenance Fee Invoices were sent out in May, 2018. Second notice invoices will be both mailed and emailed by the end of June. The modified verbiage, referenced above, will be included.
- Polly suggested a phone tree be initiated in August, for those not paying their assessment after the 2<sup>nd</sup> notice billing going out in June.
- An area on Bywater road, North of Hoodsvie Road, that needs attention as pointed out by Melanie Maibaum during the annual BWRMA meeting, has been flagged for repair. Also, filling the ruts along the paved road edges needs to be addressed.
- Damage to Parkview Lane pavement, incurred from condition of sale of vacant lot regarding septic system compatibility, will be repaired by the contractor, Indigo Design in Poulsbo, prior to June 30.
- The June Inspection Road report was completed by Ralph and Bill with work anticipated to begin this fall. It will be posted on-line as an addendum to the prior Inspection Report.
- Ralph is exploring 3 companies to bid miscellaneous road repairs.

**COMMUNICATIONS:**

**Fiber Optic Internet Update—County Broadband Program:** none.

**Miscellaneous:**

The next Board meeting will be Thursday, August 29<sup>th</sup>, at 5:00pm at Ralph's home.

The meeting adjourned at: 6:19pm.

Submitted by: *Ilona Bell, BWRMA Secretary*