

BYWATER WAY ROAD MAINTENANCE ASSOCIATION (BWRMA)

Title: Approved BWRMA Board Meeting Minutes

Date: 8/21/19

Board Members Present: Ralph Santa Maria, President; Tom Lewellen, Treasurer; Carol Glidewell, Co-Treasurer; Ilona Bell, Secretary; Members at Large: Barbara Zinkil, Bill Shain and Pattie Hansen. **Absent:** None **Attending Community Members:** None

Meeting called to order: 5:05pm

6/6/19 Draft Board Minutes Pattie Hansen moved and Bill Shain seconded approval of the 6/6/19 Board Minutes. The motion carried unanimously.

Treasurer Report: Tom reported balances: Checking: \$29,616.28; Savings: \$29,101.64. To date, \$21,653.92 in maintenance fees have been received for Fiscal Year 2019-2020.

OLD BUSINESS:

Road Maintenance Status:

- **Fire Hydrant Locators:** Blue reflectors are used by the fire department to help locate the fire hydrants. Ralph reported our local fire department confirmed that the reflectors would be installed by the fire department if and when needed.
 - **Road Inspections Status:** Bill Shain and Ralph Santamaria performed a complete road inspection on 5/14/19.
 - **Road Repair Status:**
 - ✓ **Roadside Brush Clearing:** ACLS Brush-hog completed the roadside brush clearing in late June (\$3,238).
 - ✓ **Weeding:** In addition Green Creation Landscaping completed weeding along the sides of Hidden Springs road (\$1,200.)
 - ✓ **Culverts Cleared:** Green Creation Landscaping cleared debris from culverts along Bywater Way between Olympic Ridge and Paradise Bay Road (\$475.)
 - ✓ **Pot Holes Filled:** Green Creation Landscaping filled in potholes on Alpine Ct and filled in ruts on Hoodsvew with compaction sand (\$425.).
 - ✓ **Tree Trimming:** Waag Family Tree Services trimmed low over-hanging branches along our neighborhood roads in mid-July (\$5,450).
- Noted: Several shoulder areas are low and will be considered for fill-in.*
- **Asphalt Road Sweeping:** Agate Asphalt will sweep roads for 6 hours labor for \$817.50 Patti moved and Tom seconded a motion to accept the sweeping bid from AgateMotion approved with Bill Shain abstaining.

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NEW BUSINESS:

- **2019 Annual BWRMA Association Meeting:** Three action items came out of the annual meeting:
Action Items Status:
 - (1) **PENDING** *Investigate options to move some of BWRMA account funds into a low risk, long term certificate in order to earn higher interest rates. Discussion followed. Tom designated a long term reserve account of approximately \$19,000 to invest higher interest rate. Tom moved and Pattie seconded opening a low risk, long term certificate of deposit (or similar investment) to earn more interest. The Motion Carried unanimously.*
 - (2) **PENDING** *Prepare a contingency plan to have roads cleared of snow for next and future winters. Ralph is researching this matter and will report back to the Board.*
 - (3) **COMPLETED COLLECTION LETTERS WENT OUT IN JULY.** *Insert a list of properties that have not paid their fees into the collections letters as requested by membership during the last BWRMA Annual meeting.*
- **Snow Plow:** Ralph will explore obtaining a contingent snow plow contract.
- **Neighborhood Book Exchange:** As a reminder, our neighborhood supports 2 Book Exchange Nooks: One near the curve of Bywater South, just before Olympic Ridge; and the other, at the White Rock entrance near Paradise Bay Road (across from Bywater North).
- **Website Update:** Board members noted several website (bwrma.org) links were not functioning, in particular the Tansy Weed link.

COMMUNICATIONS:

- **Road Maintenance Update:** Mention our road maintenance update in the BWRMA minutes distribution email.
- **Fiber Optics Internet Update:** Mention the **P.U.D. Survey** accessed on our Website Home Page: <https://www.surveygizmo.com/s3/4832153/Jefferson-PUD-Residential> in the BWRMA minutes distribution email.

MISCELLANEOUS:

General comments: The Board discussed several topics.

The next Board meeting will be Wednesday, Oct 23, at 5:00pm at Ilona's home.

The meeting adjourned at: 6:09pm.

Submitted by: Ilona C. Bell, BWRMA Secretary