

# **PHCA Board Work-Study Meeting**

June 10, 2008

Present: Art Albin, Karl Freed, George Horensky, Bob Jameyson, Gary Niemeck, Scott Vandeboss (PVHM), Bob Miller (WMU), Barbara Walters. Board members absent: None.

The meeting was called to order at 7:30 a.m. in Scott's office. Future work-study meetings will begin at 7:30 a.m.

Minutes of the May 20 meeting were approved by e-mail on May 20.

## **BTR Park Update**

Bob Miller, WMU Associate Vice President for Community Outreach, provided an update on the neighboring Business Technology and Research Park. Expansion continues, with the latest groundbreaking scheduled within the month for civil engineering firm Fleis & VendenBrink. This will be the ninth private business in the BTR Park. The private sector accounts for about \$60 million of the total \$160 million invested thus far. Mr. Miller noted that several awards for environmental efforts have been received. He encourages residents to call him with any questions they might have about the park.

## **Parkview Hills Book**

Discussion was held with Barbara Walters, who has completed an initial draft of the text. Only minor revisions were suggested by Board members but Gary will check with a few others in the community. A selection of photos was viewed and it was felt that there should be as many pages with photos and historical documents as there are with text. Photos of people will most often include surrounding environment. Barb will next complete a bibliography, select and place photos, and obtain a final expert edit of the text. The Board, represented by Bob and George, is responsible for indexing, designing, printing and binding. Prior to printing we must decide on the target audience and number of copies. Our goal is to have the book published and ready for sale by Christmas.

## **Treasurer's Report -- Art**

Operating income through five months was \$16,340 ahead of budget, primarily due to savings in clubhouse, security and auditor expenses. A bill of \$6,039 was charged to the Contingency Fund during May, for work the Havel Brothers did relative to the HVAC system coils and a three-way valve that malfunctioned..

## **Environmental and Architectural Review Committee -- Gary**

The Board met with the EARC on June 4 to review Larry Harris' conceptual plan for the Willow Lake shoreline. Focus during 2008 will be on removing overhanging branches and cleaning up catch basins and the trail.

## **Parkview Hills Management -- Scott**

Cherry Creek/Willow Lake The Board **approved** a total of \$17,675 for this project, including \$8,151 for new equipment installed, \$2,726 for electrical service by IC Electric, \$2,678 for dye/bacteria/enzyme treatments, \$2,400 for weed cutting, \$1,000 for a service contract, \$500 for a water quality analysis, and \$220 for miscellaneous. Scott will ask John Tucci about an apparent resurgence of weeds in Willow Lake. A sample of the weed was provided.

Front entrance Gary will arrange a meeting for next week of Karl, Bob, Scott, Jason and Jack Harmens, to develop a recommendation regarding the landscaping of the west side. The full Board will meet at 7:30 a.m. on July 1 in Scott's office to discuss the recommendation.

Miscellaneous Scott informed the Board that the branches blown down during the recent storms will be put through the chipper, to provide ground cover for the trails. Scott and Gary will make a recommendation on how to landscape the south side of the clubhouse, now that removal of the platform tennis court is nearing completion.

### **President's Remarks -- Karl**

Street safety Karl and Gary met with city engineering officials to discuss various street safety issues, including striping, speed limit signs and stop signs. It does appear that (1) an additional speed limit sign will be placed on outbound Greenleaf Boulevard, (2) signs warning of a winding road will be placed at each end of Greenleaf Circle, and (3) one of the "Right Turn Only" signs at the Boulevard/Circle intersection will be removed. Further communications will ensue.

Community benefits advertisement It was suggested we develop a brochure promoting the benefits of our community, for use by realtors, management companies and residents. Scott will request advice from realtors Judy Johnson and Nancy Anderson.

The meeting was adjourned at 10:30 a.m. and reconvened at 4:00 p.m.

### **Program Review**

The Board conducted a critical review of ongoing and potential projects. With the nonbudgeted addition of the Cherry Creek efforts (\$17,675) and funds needed for publishing the book on Parkview Hills (\$5,000), 2008 projects had to be reexamined for retention, redefinition or postponement. Projects determined to be retained and redefined somewhat included (#1 priority) bridge repairs, (#2) clubhouse decks, irrigation system and general cleanup, (#3) trail erosion and catch basins, (#4) improvements to the west side of the front entrance, (#5) Willow Lake shoreline cleanup, and (#6) completion of sign repair and painting. All of the changes resulted in an estimated \$14,000 net increase in 2008 project costs. We expect to be able to offset the increase with greater than budgeted investment income and a 2.5% cutback in operating expenses.

The meeting was adjourned at 5:20 p.m.

A public Board meeting is scheduled for July 8 at 6:00 p.m. in the clubhouse.

Bob Jameyson, Board Secretary