



**Meeting Minutes: January 6, 2010 - 6:00 p.m. to 8:30 p.m. - HOA Offices**

**Present:** Steve Herr, Ann Lyon, Bob Heimbucher, Shan Topiwala, Kim Pfefer, Christian Sinai, Audrey O'Brien, Stuart Roberts, Devidas Gupta

**Absent:** Piotr Orloff, Dan Petersen, Jack Davis

**Residents/Non-Committee Members:** Susan Weedall

**1. Minutes of previous meeting:** Approved

**2. Status Updates**

a. Committee Secretary:

There were no volunteers for the position. Thus, it was decided that one committee member would be chosen during each meeting to provide the minutes for that meeting.

b. Manager's Report:

Board Meeting: The January Board meeting was moved from the 12<sup>th</sup> to the 19<sup>th</sup>

Nominations and Board Elections: Nominations are now open for the Board of Director elections scheduled for May. There are two seats that are up for elections. Committee members are encouraged to either nominate themselves or a fellow-member, should they be interested

THPRD Trail Extension: Shan spoke with THPRD Planner Dave Lewis regarding a trail extension along Morgan Lane. The conversation remained in general terms such as liability, funding, and interest. Steve had granted permission to Dave to walk around the trail system. During Shan's conversation, Dave mentioned the area consisted of extremely difficult terrain to put a trail through which would add to expense. THPRD has not made a determination of whether they will move forward with the project at this time. Shan asked for consideration for allocation of maintenance/operational funds for upkeep of the trail - would include trail extension made on Forest Heights property.

**3. Special Topics**

a. Committee input/endorsement of proposed policy for protection of watershed within Forest Heights and specifically Mill Pond:

There was some concern that the policy statement was lacking "teeth" and a guarantee of follow through. To address this issue, it was discussed and decided that wording on the resolution would be changed from "The General Manager *may* involve the Board..." to "The General Manager *will*



involve the Board”. In addition, to prevent concerning situations from going unnoticed, it was decided the General Manager should have the ability to require an “impact statement” from the outside actor. It was discussed and understood that the term “impact statement” should remain general and is not a term of art. The statement would not necessarily be relied upon for its content, but instead is a reminder to the General Manager that further action is required on the situation.

b. Round Table on high priority items for the remainder of the year - committee to prioritize following list of items

1. Rainwater harvesting

Goal: Provide community with stock designs (ARC approved) for rainwater harvesting

2. HOA landscape evaluation for low maintenance alternatives

Goal: Evaluate HOA landscape for replacement of some of the current landscape with low maintenance alternatives

3. Community Garden

Goal: Provide community with opportunity to have community garden(s)

The Committee agreed on the priority of the goals. The result was 2, 3, and 1: The first goal of the committee will be to evaluate the HOA landscape for replacement of some of the current landscape with low maintenance alternatives. The second goal will be to work on building a community garden for the neighborhood. The third goal will be to work on stock designs for rainwater harvesting.

#### 4. Non-Committee Member Agenda Items

None

#### 5. Landscape RFP Analysis and Next Steps

HOA Manager Stephen reported on his rating system for the 5 proposals submitted. Based on this rating system he came up with the top three: Willamette Landscape, East & West Landscape, and Desantis Landscaping.

The committee agreed that further discussions should continue with these three companies to delve further into what they can offer Forest Heights, what their vision of sustainability is and what they can offer us in that regard, and whether they are willing to negotiate their prices.

Some members encouraged TruGreen Landcare to be included in further discussions because the base price within their proposal was substantially lower than all the others. Therefore, TruGreen Landcare was included in further discussions. *Following the meeting, further research revealed highly negative reviews regarding this TruGreen. Based on these reviews, it was decided by the committee that TruGreen Landcare would be excluded from further vetting.*



Both Desantis and East & West use organic based fertilizers as a rule in their landscape care. Concern was voiced regarding the efficacy of purely organic fertilizers and possible detriment such might bring to existing trees. Consequently, it was decided that a thorough review and investigation of each company's references/current clients must be completed.

Given schedules of members, it was decided that the committee will have their recommendations ready sometime in March. Steve's recommendations would be harmonized with the committee recommendations resulting in one joint recommendations being put forth to the Board. The earliest the Board can vote is April and so Steve will go ahead and extend the current contract until April. The due diligence process of the committee will include interviews with the bidders.