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**Millridge Homeowners Association
Meeting Minutes
Special Board of Directors Meeting
June 26, 2020**

A special meeting of the board of directors of Millridge Townhouse HOA was held on Friday, June 26th, 2020, in the area in front of the clubhouse. Purpose of special meeting: paving to be done in 2020 and 2021

- I. **Call to order.** The meeting was called to order at 6:04 by Tom Messecar.
- II. **Board Member Attendance.** All directors present, including: Jim Bauer, Sheila Darby, Laura Holgate, Tom Messecar and Sue Seaver.
- III. **Maintenance committee report on paving recommended in 2020 and 2021.** Jim Bauer, maintenance committee chairman, reported:

A request for bids was sent to several paving companies, and two provided detailed bids: Vancouver Paving and Asphalt Paving Services (“APS”). The idea of hiring a paving consultant was discussed but the committee chose not to recommend it. Jim spoke with Pete McClure, who is a friend of Orson Haney (committee member) and a former paving contractor. Mr. McClure knew of Vancouver Paving and gave them a high rating. He said paving companies that don’t do good work don’t stay in business, and Vancouver Paving has been in business for a long time and has a good reputation. He advised that the most important things you can do to ensure the job is done right are things you can do when the crew is onsite. For one, observe the workers from time to time while they’re working to confirm they’re doing what was agreed upon. Example: if the contract is for a two-inch layer, check at various times to see whether they’re applying a two-inch layer and check to confirm the edge is sealed. Other advice was that they will want to do a good job for us if we treat them well and are helpful. Example: bring them cold drinks and refreshments; be available in case questions or unexpected situations arise.

The maintenance committee met on 6/23 to review and discuss the bids and prepare a recommendation for the board. Of the two companies, the committee agreed they prefer Vancouver Paving. The reasons were 1) the recommendation from Pete McClure, 2) they’ve done previous work here so they are aware of the ground conditions that make it very important to resurface wherever possible instead of digging up and replacing existing pavement, 3) having done the previous paving here gives them more reason to want to do a good job so we continue to use them and so that CMI continues to recommend them. After Jim explained why the committee preferred Vancouver Paving, Laura Holgate summarized the data in the spreadsheet that was used to compare the bids.

At first glance, the bids are very far apart. Vancouver Paving’s bid is around \$200,000, while APS’ bid is around \$100,000. Each company broke down their bids into sections identified on a map of Millridge. Jim Bauer and Laura Holgate accompanied both companies as measurements were taken. APS was asked to rate each section according to whether the work is needed this year, next year, or in 2022 or later. The goal was to identify sections that need to be resurfaced this year to prevent deterioration that would require removal and replacement, which is approximately triple the cost of resurfacing. With that objective, APS divided the sections by condition, and provided bids on the sections they felt needed to

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be done this year. As a result, some sections included in the bids from Vancouver Paving weren't included in the bids submitted by APS. The square footage in Vancouver Paving's combined bids is 34,032 square feet more than the total square footage in the combined bids from APS, which is the primary reason for the cost difference. Another reason for the difference in cost is that Vancouver Paving proposes a four-inch layer in a couple of places and recommends removal and replacement of existing pavement in a couple of areas, while APS proposes a two-inch layer of resurfacing throughout. After taking the comparison information into consideration and calculating the cost per square foot of each company's bids, the two weren't so far apart.

After reporting about the decision-making process and information from the bids, Jim read the committee's recommendation of which sections should be done this year and which sections should be done next year. The list is attached, along with a map that identifies the location of those sections.

- IV. Paving to be done in 2020.** Sue Seaver motioned that Vancouver Paving's bids for the sections listed on the maintenance committee's recommendation for 2020 be approved at a total cost not-to-exceed \$120,000. Tom Messecar seconded the motion and it was discussed. Following discussion, the motion was expanded to include details as follows:

Approve Vancouver Paving's bids for the sections listed on the maintenance committee recommendation, which include: *1) the older section of the main entry road; 2) cul-de-sac; 3) alley behind building 8; 4) alley that runs from SE corner of building 9 to NE corner of building 10; 5) alley that runs between buildings 12 and 13*, at a total cost not to exceed \$120,000, which will cover the cost of the bids for the five sections, which is **\$117,400 if "option A"** (removal and replacement of existing asphalt) is needed in the alley between buildings 12 and 13, and is **\$97,400 if "option B"** (resurfacing) is sufficient in that alley. The not-to-exceed amount is also intended to cover minor repairs that may be needed, such as filling/patching the new pot-hole in the front part of the main entry road. **The motion was unanimously carried.**

- V. Paving to be done in 2021.** It was agreed that consideration of paving to be done in 2021 be postponed to the July 2nd board of director's meeting.
- VI. Questions referred to Jim Bauer for scheduled meeting with Jim Moyer, Vancouver Paving, on 7/1/20.**
- Where, specifically, will the resurfacing start along the main entry road?
 - Should the newer portion of the main entry road be seal-coated this year or would it be just as beneficial if done next year?
 - If seal-coating the newer portion of the main entry road is advised for this year, what would it cost?
 - What is the cost of filling/patching the new pot-hole in the front part of the main entry road?
 - Is there a way to gravel the parking section of the east alley without causing problems from water seepage under the new pavement that will be in the rest of the alley?
- VII. Adjournment.** Sue Seaver moved to adjourn. The motion was seconded and carried unanimously. Meeting adjourned at 6:47 pm.

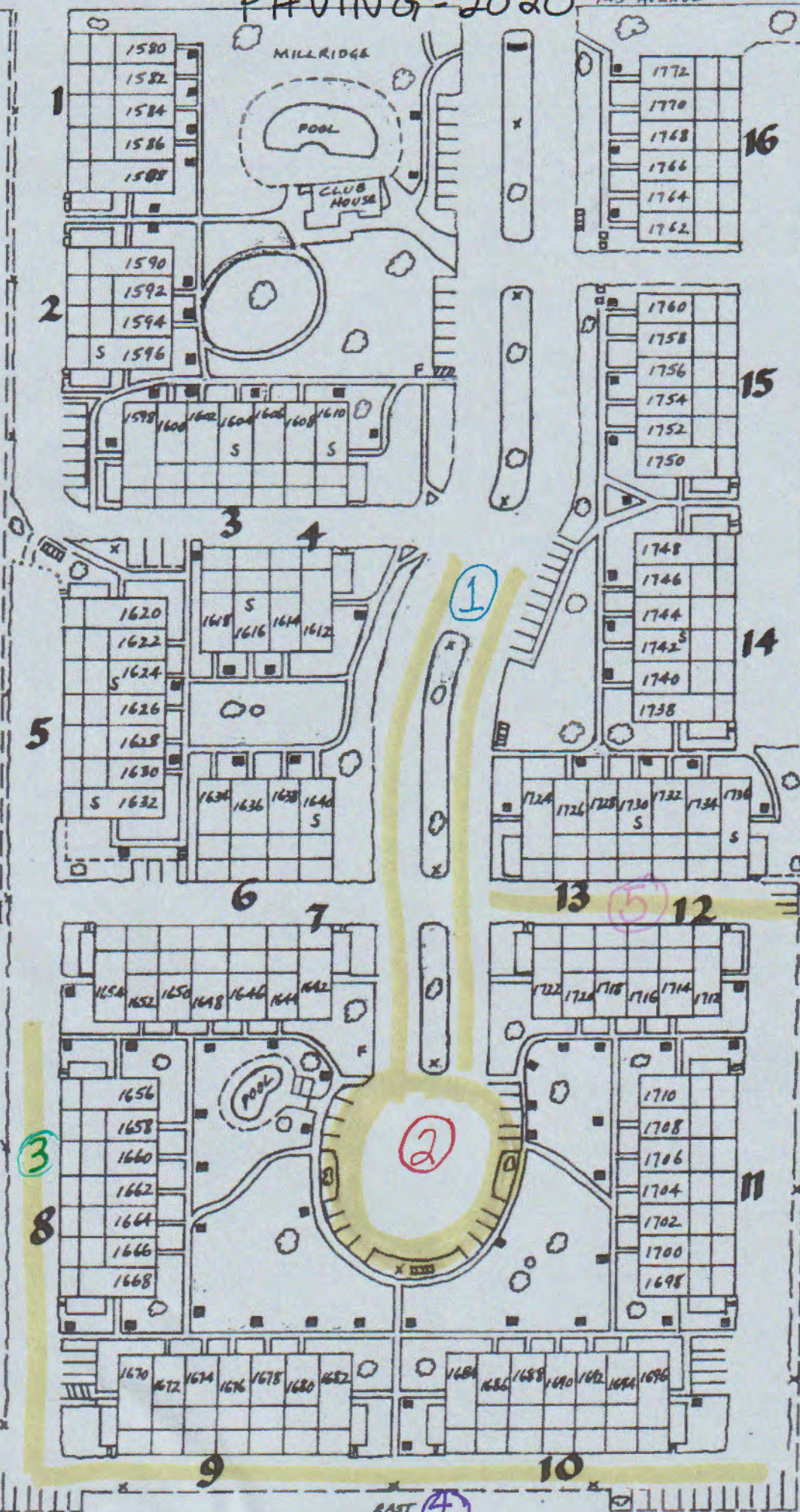
2020 Vancouver Paving Bid

Entry Road (Starting at 2nd Section - where there's older asphalt)	\$ 25,600.-
Culdesac	16,000.-
Behind Bldg 8	20,000.-
Behind Bldgs 9+10	24,000.-
Behind Bldgs 12+13 (option B)	12,000.-
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	\$ 97,600.-

Notes:

Behind Bldgs 1+2 (Next year)	\$ 51,750.-
Behind Bldg 15 (Next year)	\$ 20,000.-
Behind Bldg 11 (Next year)	\$ 18,500.-

PAVING - 2020 143 AVENUE



1 - Main Entry road (portion)
\$25,600

2 - Cul-de-sac
\$16,000

3 - Behind building 8
\$20,000

4 - Behind buildings 9 & 10
\$24,000

5 - Between buildings 12 & 13
\$12,000 - Option B
or
\$32,000 - Option A

- X STREET LIGHTS
- LAMP POSTS
- S SUMP PUMPS
- F FIRE HYDRANT
- M MAIL