



Foothills Clusters Home Owners Association (FCHOA) 2015 Roads Rehabilitation/Renovation Project Phases

The FCHOA 2015 Roads Rehabilitation/Renovation Project will be accomplished in phases. Some of the phases require engineering services, others phases are the responsibility of the FCHOA.

Phase 1: Award Engineering services - September 14, 2015

Engineering proposals received by August 28, 2015 will be reviewed by the roads committee, and a recommendation for engineering services will be presented to the Board and approved at the September 14, 2015 Board meeting.

Phase 2: Technical - Engineering assessment – September 15 – November 09, 2015

This involves deciding what is the most cost effective method to rehabilitate our roads. Engineering involvement in Phase 2 is crucial. It includes:

- Walking the subdivision to look at our streets.
- Get some core samples and obtain a soils report.
- Recommend our most cost effective option based on various pavement lives.
 - Evaluation of all options should include the effects on:
 - Elevation of manholes and water valves.
 - Preservation and/or elevation of survey monuments.
 - Replacement of flood control berms located at the entrances of some private driveways.
 - Mitigation of roadside vegetation.
 - Anything else we haven't thought of.

Phase 3: Communication/Outreach - October 2015 – March 2016

FCHOA Information Campaign

Once we have a consensus on the technical and financial aspects (Phases 3 & 4 overlap), then we need to communicate with our Association members why we need to do this, what we plan to do, and how we propose to pay for it.

Engineering involvement in Phase 3 will include attending at least one Outreach Event and maybe one Board meeting, to answer questions from our association members.

Phase 4: Financial - FCHOA develops a payment plan – November 2015

Based on the cost estimate for the recommended paving option in Phase 2, the FCHOA is responsible for developing a payment plan. The date to present the payment plan is TBD.

Phase 5: Political – FCHOA Annual Meeting – Sunday, November 14, 2015¹

Pending on the pavement option chosen, the FCHOA must:

- a. Petition to amend the Articles of Incorporation to increase the amount of indebtedness the board can incur.
- b. Increase the annual assessment.

Engineering involvement in this phase includes attending the Annual Board meeting, to answer questions from our association members.

Phase 6: Construction – Pavement March 2015 (goal)

Engineering involvement in Phase 5 is crucial. It includes:

- Prepare all written materials regarding the solicitation (get multiple pavement bids), contractor response, and contractual agreement for the work.
- Develop a construction phase contract administration plan that includes:
 - Engineering, surveying, utilities, soils, environmental, inspection, and permits and fees.
- Developing a work plan that has the least effect on homeowners.

Phase 7: Maintenance - Recommendation for extending life of our new roads.

Engineering involvement in this phase includes recommending a maintenance schedule to extend the good condition of our roads.

Prepared by Irene Barg, Secretary/Roads Committee 07 August 2015

¹ The Board at the September 14th Board meeting must confirm this date for the Annual Meeting.