

**The Park Homeowners Association  
Annual Meeting**

**December 7, 2015**

Call to Order: The meeting was called to order at 6:35 p.m., at Cross Road Church.

Quorum Established: A quorum was established; 48 of the 239 homes within the HOA were represented at the meeting. (Copy of Sign-In Sheet Attached to Official Minutes)

Introductions: Board members introduced themselves. It was noted that Cindy Ainsworth, Vergil Esau, and Roy Richter's term on the Board will end as of December, 2015. These three individuals were appointed to fill Board member vacancies which occurred after the December, 2014 Annual meeting.

Approval of Agenda: Vergil Esau moved that the agenda be approved as printed. The motion was seconded and carried.

Approval of Minutes: Amy Fuqua moved that the minutes of the December 2, 2014 Annual Meeting and the March 10, 2015 Special Meeting of the Homeowners Association be approved as printed. The motion was seconded by Roy Richter and carried.

Nominating Committee Report: Jan Capps, Chairman of the HOA Nominating Committee, presented the following slate of candidates to fill the four vacant Board positions for 2016-2017:

- Chase Crosby
- Angela Hottle
- Moses Martinez
- Brooke Mueller
- Bill Packard

Each candidate introduced themselves and provided homeowners with brief information regarding their willingness to serve on the HOA Board. Three homeowners were appointed to collect and count the ballots, and the following individuals were elected to the Board for 2016-17:

- Angela Hottle
- Moses Martinez
- Brooke Mueller
- Bill Packard

President's Report: Stephanie Hartman presented a brief overview of the Board actions and HOA activities during 2015. (Copy of PowerPoint Presentation attached to Official

Minutes and Posted on the [www.parkbark.org](http://www.parkbark.org) Website) She also recognized and welcomed the eleven new homeowners to The Park during 2015, and thanked the neighbors who volunteered to help clean-up the commons areas, trim trees, roof/paint the exterior and interior of the pool house, expand the fence around the pool to provide additional seating in the shaded area, relocate/secure the bike rack at the playground/pool area, replace/stain the wood on the park benches, plan/coordinate the Annual Pool/Block Party, collect email addresses of homeowners, welcome new neighbors, install additional lighting and landscaping at the front entrance, etc.

A question was raised regarding installation of a well near the HOA Pool, to help offset the cost of the water expense during the summer months. Mark Borofsky moved that the Board research the pros/cons and expense of installing a well. The motion was seconded and carried.

Ann Bolton suggested that the Board also consider the logistics involved in opening the pool next spring, as it relates to the City of Wichita Water Department billing cycle, so that the total water bill for refilling the pool doesn't occur in the same billing cycle, resulting in a higher rate per gallon of water used during that period.

Another homeowner suggested that the Board explore the option of converting to a salt water system vs. chemicals which might result in a savings in operating expense. Sean Hottle (who has a pool) explained the differences between the two systems, and indicated that the cost to convert to salt water would be more than just a different type of liner. He also pointed out that the well water within the neighborhood has been found to be fairly good, and should not create a problem if the Board decided to convert to a well system for providing water to the HOA pool.

Grant Delmar also commented about the additional value that the pool, playground areas, and walking paths can add up to \$4,000 in value with some instances maybe going as high as \$7,000 when selling their homes.

Vice President's Report: Grant Delmar also recognized and thanked volunteers for their hours of volunteer work. He referenced the HOA Survey which was mailed to all homeowners with the 4<sup>th</sup> Quarter HOA Dues Statement. (Copy of the 2015 Survey Attached to Official Minutes and Copy Posted on the [www.parkbark.org](http://www.parkbark.org) Website)

Grounds Report: Vergil Esau recognized and expressed appreciation to Don Racine, former Board member who resigned in August in order to be able to help with his grandkids sport activities. Vergil noted that Don had previously been the Chairman of the HOA Grounds Committee. He also thanked the many volunteers to helped trim trees in the commons area, and to Grant Delmar, Behrooz Rahbar and another group of volunteers who chipped and hauled away the trimmed branches. As a result of the work performed by volunteers, the HOA realized a saving of approximately \$10,000.

Vergil noted that Proscapes (the 2015 contractor for lawn services) did experience some challenges in keeping up with the weekly mowings that were needed for the commons

areas due to the rains which occurred in July and early August. He noted that during the latter part of the season, Proscapes was able to do a better job, and that they are scheduled to mulch the leaves and haul away the larger accumulations of leaves before year-end.

Homeowners were advised that for 2016, five companies were given identical specifications and a tour of the commons areas. Four companies submitted bids, and all (except for one) were within a few thousand dollars. Vergil announced that following a credit/background check, Jason Avant d/b/a/ Avant Mowing was awarded the mowing contract for 2016. In addition, they will do some weed control and remove small branches that fall throughout the mowing season.

Treasurer's Report: Ray Walker reviewed the FY2015 Financial Report and FY2016 Proposed Budget, noting that dues would remain the same (\$60/quarter) during 2016. He also acknowledged that revenues were up this year due to the eleven new residents who paid the \$150 initiation fee to the HOA, collection of 2013-14 past dues, and settlement on an old lawsuit with a former homeowner relating to past dues. Following brief discussion, Vergil Esau moved, seconded by Don Racine, that the 2016 Budget be approved as printed. The budget was passed unanimously. (Copy Attached to Official Minutes)

Pool Report: Ray Walker reported that he and Roy Richter worked together on managing the pool during this past year. He noted that pool usage was higher this year, and there had only been one vandalism issue at the pool during the summer months, and the family of the individual involved no longer lives within the area. Ray stated that the pool liner would need to be replaced next spring and that the Board had delayed this purchased until the new options for pool liners were available in early 2016. He also indicated that during the next week, Aquasizers would be checking the water pipes in the kiddie pool to determine if there are leaks in the plumbing for that pool area. Water loss in the main pool is due to holes in the liner.

Ray also commented about some of the challenges they have faced in managing the security system and pool card system, which has required that he bring his laptop over to the pool to connect to the router and issue new pool cards. He explained that when AT&T and DISH consolidated in early 2015, it resulted in some major connectivity changes in how we connect to the router. Previously in 2014 when the new system was installed, the HOA Management Company was able to handle this task from their offices.

Bylaws Committee: Vergil Esau, Chairman of the Bylaws Committee, reported that this committee (whose membership included Becky Deal, Clint Coulter, Cindy King, Donovan Karber, Jerry King, and Mark Borofsky), met approximately 5-6 times to review and make proposed revisions to the HOA Bylaws and Covenants. He expressed special thanks to Jerry King for his many hours of typing document changes.

Vergil explained that the HOA Covenants primarily relate to the homeowner's property and what you can and cannot do on your property. The HOA Bylaws speak to the organization and governing restrictions of The Park development (homeowners

association), and define the governing body, responsibilities of the Board, budgetary safeguards, etc.

It was noted that the proposed changes to the HOA Covenants and Bylaws have been posted on the HOA website [www.parkbark.org](http://www.parkbark.org) and homeowners are encouraged to review this documents and submit any questions, concerns, and/or comments they may have. Since the current bylaws and covenants require 75% approval by all homeowners for changes to the bylaws and a 51% approval by all homeowners for changes to the covenants, homeowner input is important before the Board mails these proposed changes to all homeowners for final approval.

There was brief discussion in which one homeowner noted that she had been unable to open the documents on the website. It was suggested that an Adobe Acrobat link be added to the website, which could then be downloaded by the homeowner and would enable her to open these documents. It was also suggested that information be included in the next quarterly dues statement, advising homeowners to contact a member of the Board if they need a written copy. It was pointed out, however, that by using email and the website to distribute minutes and other documents, the HOA has realized a reduction in printing and postage expense, plus provided more timely communication to the 75% of homeowners who have provided the HOA with their email address. (Note: This % does not include those neighbors who are renting property within the HOA who have also provided us with their email address as well.)

A question was raised about the possibility of a special meeting to discuss these proposed changes, and Vergil acknowledged that the Board may need to consider this early next year.

Audit Report: Mark Borofsky, Chairman of the HOA Audit Committee, presented the results of the 2010-2014 audit of the financial records of The Park Homeowners Association. (Copy of the Audit Report Attached to Official Minutes) Mark expressed his appreciation to Jim Fallis, who also spent many hours reviewing HOA files for this five-year period. Following a detailed review of the report, Mark indicated that the Audit Committee's recommendations (going forward) include:

1. That the HOA utilize the debit card for all purchases to get away from individuals buying products, services, etc., for The Park HOA to be reimbursed later. The debit card keeps a better record of all purchases and can be reconciled at the end of each month with the statement from the bank.
2. The HOA implement strict, fully approved written guidelines on purchasing products and/or services.
3. Two signatures be required on any check in excess of \$500.00.
4. If there is an expense reimbursement, the person being reimbursed is not also the same person who can sign checks or who would normally sign checks.
5. On large projects of \$1,000.00 or more, bids be obtained with the understanding that the lowest bid is not always the best for The Park HOA. Once the bid is accepted:

- a. A credit investigation is run on the company that has submitted a bid and whose bid has been accepted. (Note: Commercial credit investigations do not require authorization before running, and they can be done for free by CORE Strategies, LLC.)
  - b. All bids that are accepted should then have a signed contract with a copy of the bid attached as well as copy of liability insurance and any other legal document the HOA Board of Directors would deem viable for the protection and safety of The Park HOA.
  - c. No deposit should be paid to any contractor unless all of the above has been put into place, credit investigation, fully-signed contract, etc.
6. Moving forward, there should be a full and complete audit performed on the books each year end, as defined in the HOA Bylaws.

There was brief discussion following presentation of this report, and Mark and Jim were thanked for their service in conducting the audit and preparing this report. Mark volunteered to serve on the Audit Committee next year, along with homeowners Amy Fuqua and Rebecca Lucas-Bordeaux.

Other Business:

- A question was raised about the possibility of installing a concrete sidewalk to connect the Pawnee Court area to the Denene Street area. It was noted that this will require approval by the City since this part of the commons area is within a drainage area.
- Concern was expressed regarding illegal dumping within the commons area. It was noted that the Board is aware of this problem and has been attempting to work with the homeowner to resolve this situation, including a welfare check by local authorities on occupants of this residence.
- It was noted that several street lights are burned out within the neighborhood. Grant Delmar stated that the City is working with KG&E to replace the current lights with new LED lights which are more efficient and less costly to maintain.
- It was noted that Officer Perkins (who is the Wichita Police Officer responsible for working with our neighborhood) was present for a portion of tonight's meeting. Homeowners were encouraged to contact him if they have concerns regarding security/safety issues.

Door Prize Drawings: The following homeowners were the recipients of door prizes:

John Williams – Texas Road House Gift Certificate	Anne Bolton – Tires Plus Oil Change	Cindy Burr – Tapestry from Personally Yours
Don Aipperspach – Grill Tool Set	Joyce Batterson – Bobby Flay Cast Iron Platter	Ron Means – Goodcents Gift Card
Joan Kastner – Poinsettia	Bill Packard – Light	Chase Crosby – Cookies
Rebecca Lucas-Bordeaux – Flashlight	Sherrie Bahm – Nut Bread & Brownies	Billie Vines – Golf Balls
Brooke Mueller – Golf Balls	Mark Borofsky – Golf Balls	Richard Schnitzler – Golf Balls

Adjournment: There being no further business, Joan Kastner moved, seconded by Amy Fuqua, that the meeting be adjourned. Motion carried.

Cindy Ainsworth  
HOA Secretary