

The Park Board of Directors Meeting

May 11, 2015

Draft

Members Present: Cindy Ainsworth, Grant Delmar, Vergil Esau, Stephanie Hartman, Don Racine, Roy Richter, and Ray Walker. Rob Hartman, Guest, was also present for the beginning portion of the meeting.

Call to Order: The meeting was called to order at 6:30 p.m.

Quorum Established: All members were present

Approval of Agenda: The agenda was approved as printed/mailed to all Board members in advance of the meeting.

Approval of Minutes: Ray Walker moved, seconded by Roy Richter, that the minutes of the April 13, 2015 meeting be approved as printed. Motion carried.

President's Report: Stephanie Hartman indicated that as part of their HOA responsibilities, the Treasurer and Secretary have done a large amount of printing on their home printers, and recommended that the Board reimburse them for the cost of printer cartridges. Roy Richter moved, seconded by Don Racine, that the Board reimburse Ray Walker and Cindy Ainsworth for this out-of-pocket expense. Motion carried. (Note: Large volume printing for HOA mailings to all homeowners is provided through Handy Man Mailing at a minimal cost to the HOA.) The Board recommended, however, that all other out-of-pocket expenses incurred by Board members be approved by the Board in advance of the expenditure, and that two Board member signatures be required on all HOA checks.

Stephanie distributed a copy of the City's regulations concerning political signs. She noted that political signs may not be posted on private property thirty days prior to and seven days following an election. Reference was also made to Section 9 of the HOA Covenants which relates to signs on HOA private properties and commons areas. The HOA Secretary will post the City policy and HOA policy regarding signage on the HOA Website as a reference for homeowners.

Rob Hartman, retired architectural landscaper and Park homeowner, presented the Board with a full-size copy of the plat for The Park Addition, which the Board can use as a reference when discussing HOA property issues. He also reported that he would be willing to donate his time/expertise to help design new landscaping for The Park Entrance Sign (located at the corner of Yosemite and Glacier) which would also include new (vandal-proof) lighting for the sign, etc. Grant Delmar noted that Bob Ainsworth had cleaned up the leaves and pine needles around the entrance sign the previous weekend, and that the two of them had checked on the sprinkler system at the front

entrance. At that time, they found and repaired a small leak and found all four zones were working properly. It was noted that the key for the lockbox for the sprinkler system is missing and will need to be replaced ASAP. Following further discussion, Ray Walker moved, seconded by Grant Delmar, that Rob Hartman be authorized to proceed with developing a plan and cost estimate for this project which would need to be approved by the Board. Motion carried.

Grounds Report: Don Racine reported that he had resolved the problem with the homeowner who had thrown branches on the HOA commons area. There was also discussion relating to problems with some rental properties and vacant houses not being mowed in a timely manner which impacts the value of all homes within the area.

Don further noted that Proscapes had sprayed the weeds on the playground area this past week, and will be mowing again this week. It was also noted that there is a dead tree by the front entrance sign, and Grant Delmar indicated that he knew of a homeowner who might be willing to cut it down for the wood. He will follow-up with this individual.

Stephanie Hartman expressed appreciation to all the Board members and homeowners who participated in The Park Clean-Up Day on Saturday May 2nd. Special recognition was given to David Mueller, Bob Ainsworth and Grant Delmar for replacing the Boards on the benches at the playground area, to Vergil and Kay Esau for landscaping the flower bed near the entrance to the pool, and to Brooke Mueller and John Williams who helped homeowners unload their items for the dumpster.

Architectural Review: The Board reviewed the proposed plan submitted by Donovan Karber to replace the cover on his patio roof. Vergil Esau moved, seconded by Grant Delmar, that the Board approved this plan as submitted. Motion carried.

Board members expressed appreciation to the two homeowners who have submitted their plans for additions to their property (in accordance with HOA Covenants), and recommended that the Secretary post the Architectural Plan Submission form on the HOA website. The Board also acknowledged that there was a need to formally re-establish the Architectural Committee to review and approve these projects in accordance with the HOA Covenants. Vergil Esau moved that Grant Delmar be appointed Chairman of this committee and that Grant be authorized to find two additional homeowners (non-board members) to serve on this committee. Motion was seconded and carried.

Secretary's Report: Cindy Ainsworth shared with Board members a proposed card for welcoming new homeowners to the neighborhood. She indicated that the card could be printed on a PC, signed by Board members, and that one or more Board members could personally deliver the card along with a home-baked item to the new homeowner(s). It would give us an opportunity to share information regarding our HOA, obtain their email address for future communications, refer them to the HOA website for additional information, and/or provide them with a copy of the HOA Covenants and Bylaws if they do not have internet access. It was the consensus of the Board that we proceed with the

welcome card and also include information regarding how to obtain a pool card, and request their email address.

The Secretary also shared a statistical report showing The Parkbark Website usage as of 4/1/2015. She indicated that the website has been accessed 894 times, with an average of 2.59 pages being viewed per session. (Copy of Report Attached to Official Minutes)

Pool Report: Roy Richter reported that Aquasizers has been working on the pool, including completing the necessary repairs needed on the steps. He stated that he has been unable to reach Andy Stollard (the individual who originally set-up the software for the pool security and the router which needs to be installed in his home for wireless access). Ray Walker indicated that he would follow-up on this issue if Roy is unable to make contact on Tuesday.

Grant Delmar stated that he is working on signage for the pool, and should have these ready prior to May 22nd.

Roy and Stephanie reported that they will be painting the men's and women's restrooms at the pool, and cleaning the light fixtures in hopes of making these two rooms brighter. The Board authorized the purchase of three gallons of paint for this project, along with paper drop cloths/tape (to be purchased by Roy). Ray Walker recommended that the restrooms be locked after hours in an effort to discourage vandalism in the pool area. Board members agreed and authorized him to purchase locks for these two areas.

Ray Walker also indicated that one of the two pumps used to pump water off of the pool covers is no longer working. He indicated that the cost of a new pump will be approximately \$235, but he will try to repair it so it will be ready prior to the close of the pool in September. He also noted that the pool light is working, and is controlled by a switch located within the pool building.

Treasurer's Report: Ray Walker provided Board members with a brief financial report which reflects year-to-date income of \$18,504.67, and a cash balance of \$14,522.25 (after expenses). As of May 11th, there are only seven past due accounts, and it is anticipated that four of these accounts will be resolved in the near future. He did point out, however, that these numbers do not reflect those homeowners who have not paid their FY2015 first/second quarter dues (due to the Board approved, one-time grace period of May15th which has not yet expired). (Copy of Financial Report Attached to Official Minutes)

Ray also reported that there are currently 24 rental properties within the HOA (or approximately 10% of the homes within The Park). He also shared a draft copy of the new letterhead for The Park Homeowners Association, which was designed by his son (a graphic artist), at no charge to the HOA. Ray indicated that there have been several instances within the past few months in which the bank, title companies, and other financial institutions/vendors have requested that the HOA Board provide written documentation on HOA letterhead. Board members expressed their appreciation for the new letterhead, and suggested that we include the HOA email address, as well.

Ray expressed appreciation to Rob and Stephanie Hartman for assisting him at the Sedgwick County Courthouse in having copies of the liens pulled for the HOA files. Stephanie indicated that she would send a letter to local title companies, providing them with her name, address, and phone number, so that they will contact her prior to the closing date on homes located within The Park HOA to ensure that any outstanding HOA dues are paid prior to closing. They will also provide her with the names of new homeowners to ensure that HOA records are current at all times.

Bylaws Report: Vergil Esau, Chairman of the Bylaws Committee, announced that the committee is in the process of reviewing the HOA Covenants and Bylaws. There are currently eight items within the covenants that they are recommending slight modifications. Once the committee has completed its review of the Bylaws, they will submit their proposed changes to the Board for review/approval, and then to all homeowners for review/approval at the annual meeting. It is anticipated that these proposed changes will be completed 3-4 months prior to the annual meeting, and posted on the website for review. Current homeowners serving on this committee are: Vergil Esau, Chairman, Mark Borofsky, Clint Coulter, Donovan Karber, Becky Deal, and Jerry King.

Announcements: The Park Annual Garage Sale will be held June 11, 12, & 13 (Thursday-Saturday).

The next Board meeting will be held at Stephanie Hartman's home, 2507 Teton, at 6:30 p.m.

The meeting was adjourned at 9:00 p.m.

Cindy Ainsworth
Board Secretary