

The Park Board of Directors Meeting

July 13, 2015

Draft

Members Present: Cindy Ainsworth, Grant Delmar, Vergil Esau, Stephanie Hartman, Don Racine, Roy Richter, and Ray Walker.

Guests Present: Brooke Mueller, Angela Hottle, Rebecca Lucas-Bordeaux, and Dustee Self.

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/emailed to all Board members in advance of the meeting.

Approval of Minutes: Roy Richter moved, seconded by Ray Walker, that the minutes of the June 8, 2015 meeting be approved as printed. Motion carried.

Update – Proposal for Neighborhood Social Events

Brooke Mueller, Angela Hottle, and Rebecca Lucas-Bordeaux, presented a proposal for an HOA social event to be held Saturday, August 15th, between 5-8:00 p.m. Homeowners and their immediate family would be invited to participate in the party to be held at the HOA pool. Brooke reported that her committee has researched the cost to provide an inflatable Slip N Slide or Water Slide, hot dogs (to be cooked on grills at the pool area), popcorn (her church will let the HOA use their machine at no cost), a bike parade and other activities for the children. Guests would be asked to bring their own beverages.

After brief discussion, Stephanie Hartman moved that the Board authorize \$450 towards this event, and an additional \$50 for the purchase of a 6 foot vinyl banner which would be hung at the pool area, and used to promote this event from year-to-year. The motion was seconded by Grant Delmar and carried unanimously.

Brooke and her committee will begin finalizing plans for this event, and distribute a flyer with details regarding the party to all homeowners. It was noted that volunteers will be needed to help set-up the inflatable slide, set-up tables, grill hot dogs, cook popcorn, help with games, clean-up, and deliver flyers to homeowners.

Brooke also reported that due to other commitments, she was not able to present the proposed Facebook page for The Park HOA at this time. More information will be available at a later date.

Update on HOA Liability & Directors/Officers Insurance

Dustee Self, American Family Mutual Insurance Company Agent, provided Board members with a brief overview of the current liability insurance policy for The Park HOA. She noted that the current policy runs from May 1, 2015 through May 1, 2016, at an annual cost of:

- \$127.00 for D&O Coverage
- \$3,865.00 for General Liability Coverage and Property Coverage (with \$5,000 deductible per occurrence)

She noted that rate changes generally occur in October, but that she has not been notified of any anticipated changes in rates for the HOA policy. She encouraged the Board to provide her with a list of any safety improvements that the HOA has implemented within the past few years that would possibly help to reduce our current rates (i.e. improvements to sidewalks, playground areas, signage, replacement of pool roof with impact resistant shingles, etc.).

At the conclusion of her presentation, she indicated that American Family frequently participates in group events (such as our HOA Party in August) by providing fingerprinting for children. She also suggested that we consider inviting the Fire Department and Police to this event to meet the neighbors, etc.

President's Report – None

Vice President's Report

Grant Delmar reported that the bicycle rack located on the patio area of the pool had been relocated and secured on the sidewalk between the pool and playground area. The new location will allow better access to both locations during the entire year and will hopefully reduce the pool vandalism which has occurred in the past. The Board acknowledged and expressed its appreciation to Sean Hottle for his work on this project.

It noted that a need for additional seating area at the pool in a shaded area has been expressed by several homeowners. Grant indicated that he has obtained bids from two fence companies to expand the current fence to include the shaded patio area. The bids (which include materials/labor) range from \$2,600-3,000, but Grant indicated if we utilize homeowner volunteers, we should be able to do this project for approximately \$1,750 (not including the cost to relocate the card reader/gate). Upon further discussion and a review of the HOA budget, Stephanie Hartman moved, seconded by Grant Delmar, that the Board approved this project at a not-to-exceed cost of \$2,000. Motion Carried. It was noted that due to the work by many HOA volunteers so far this year, we have been able to realize significant budget savings. It was felt that this expenditure could come out of the HOA budget line item for "General Maintenance" (\$2,000) and/or "Pool Maintenance" (\$7,000).

Grant also announced that he had received a bid for the in ground lighting at The Park entrance and would be obtaining an additional bid on this project for the Board.

The Board reviewed the HOA roofing policy that has been in existence for many years. Vergil Esau indicated that the Bylaws Committee has proposed new language for this item which will need to be approved by the HOA in December.

Pool Report

It was noted that the two plastic chaise lounge chairs (currently secured on top of the pergola at the pool) are in need of repair. Ray Walker indicated that he had repaired one of the chairs, and Vergil Esau offered to try to repair the other two. Grant Delmar indicated that one of the aluminum lounge chairs needed to be welded and he thought he might have a friend who has the special equipment needed to do this.

Stephanie Hartman reported that Mike Heiland, who owns several of the rental properties within The Park, has responded to our request for volunteers to help replace the roof on the pool house. Mike also owns a roofing company, so his expertise will provide a welcome addition to volunteers on this project. The Board will address this item further at the August meeting.

It was noted that one of the neighbors had remained within the pool after hours, and was subsequently locked in. Upon attempting to climb over the fence, one of the chaise lounge chairs was broken, and will be replaced by this individual. Closing time for the pool is 10 p.m.

Two requests for use of the pool for parties hosted by homeowners were reviewed by the Board. One involved a request for a swimming party on Thursday evening by a baseball team, and other for a family party of 28 on Saturday evening. Since the HOA pool policy is “silent” on how many guests a homeowner can bring to the pool, the Board wrestled with a decision on these two requests. Grant Delmar moved, seconded by Vergil Esau, that the request for a party of 28 adults/children not be approved, and that Roy Richter contact the other family to see how many adults/children would be attending the party for the baseball team. Motion carried. Roy agreed to contact both families and make a decision regarding the second request (based upon the number of people utilizing the pool facilities).

Secretary's Report

Cindy Ainsworth reported that we have obtained approximately 55% of the HOA members' email addresses, and that Kay Esau will be heading up a group of volunteers to try and obtain the remainder of addresses. Website usage continues to be good, with many edits being made throughout the month (lost dogs, items for sale, lawn mowing services, recognition of “Good Neighbors” who have volunteered to help on various projects, etc.). Cindy indicated that she will be gone on vacation for a week during the

month of July, and Ray Walker agreed to assume responsibility for handling the HOA Gmail account through The Parkbark Website.

Cindy noted that it has been sometime since the HOA conducted a survey of homeowners, seeking their input on future capital improvements in the Commons Areas, satisfaction with current services/communications, asking them to identify concerns or suggestions they might have for improvements, whether or not they would be interested in serving on the Board and/or one of the HOA committees, etc. Cindy distributed a proposed survey for Board members to review and discuss further at a later date. She indicated that possibly we could include a survey in the mailing for the 4th quarter dues.

A copy of the proposed policy regarding the protocol for the annual HOA Audit, which also addresses HOA records retention was distributed by the Board Secretary. (Copy Attached to Official Minutes) After some discussion, Vergil Esau moved, seconded by Ray Walker, that the policy be approved as printed.

Grant Delmar moved, seconded by Vergil Esau that Jim Fallis and Debra Barnett be appointed to serve on the Audit Committee, to be chaired by Mark Borofsky. Motion Carried. It was noted that the two individuals who were previously appointed by the Board had indicated that they will not be able to serve at this time. Ray Walker indicated that he would forward a copy of the Annual Audit Policy to Mark Borofsky.

Finance Report

Ray Walker distributed copies of the year-to-date HOA Financial Report for the period ending June 30, 2015. (Copy Attached to Official Minutes) It was noted that dues collections are above budget projections in part due to resolution/payment on previous liens placed on homeowners' property, but primarily due to the efforts by HOA members to pay their dues in a timely manner. YTD expenses have also come in under budget projections which resulted in a YTD net profit of \$6,815.71. The Board acknowledged and expressed its appreciation to the many volunteer efforts by homeowners to help trim trees, haul off brush, and help reduce costs in many small ways which have resulted in significant savings to our HOA.

Grounds Report

Don Racine reported that ProScapes had completed 9 of the 22 scheduled mowings to date. They will be mowing weekly through the months of July/August, and the HOA has the option to reduce the number of mowing if it deems that this service is not needed due to hot weather conditions, etc.

Don also identified a large, cottonwood tree, located on Commons property that might need to be removed. No action was taken on this item.

There was also discussion relating to the need for homeowners to remove their trash carts from the curb in a timely manner and to secure these carts in an area that is not visible

from the street. Vergil Esau indicated that this issue is being addressed in the proposed edits to the HOA Bylaws.

Pool Vandalism

Vergil Esau reported that information had been received relating to the pool vandalism which occurred in early June. A police report was subsequently filed, and the reward for information has been paid.

Proposed Revisions to Bylaws/Covenants

Vergil Esau, Chairman of the Bylaws Committee, indicated that this committee of homeowners met several times to review the current HOA covenants and bylaws. Several edits have been proposed, and a draft copy of these changes were distributed to Board members. It was agreed that each board member would review these prior to the August meeting, and a decision will be made on how to proceed with disseminating these to homeowners for review prior to the annual meeting in December. Vergil stated that the Bylaws Committee would like to suggest that HOA members be given the opportunity to approve each change individually vs. requesting approval of the entire document.

Review of Request to Join The Park HOA

The Board reviewed a request from homeowners in one of the neighborhoods adjacent to The Park HOA. After brief consideration, the Board agreed to send the following response to this group:

“Our Covenants (which were established on June 30, 1977) are very specific about which homes are part of the HOA, and prohibit the addition of other homes in the surrounding area. We have also had similar requests from homeowners in other adjacent areas. Over the years, the homeowners within the HOA have paid dues and special assessments which have enabled us to install a pool area, playgrounds, walking paths, and pay for the mowing and other maintenance of these facilities for the past 38 years. The Board does not believe that it would be fair to incorporate other neighborhoods since the homeowners within new neighborhoods never contributed to these original capital improvements since the Park HOA was formed. We hope that you and your neighbors will understand our position on this issue. It’s unfortunate that your realtor misled you and others to believe that your home would be part of the HOA.”

Adjournment

There being no further business, the meeting adjourned at 10:15 p.m.

Cindy Ainsworth
HOA Board Secretary