

The Park Board of Directors Meeting

August 10, 2015

Draft

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

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: Grant Delmar moved, seconded by Roy Richter, that the minutes of the July 13th meeting be approved as printed. Motion carried.

President's Report: Stephanie Hartman reported that Don Racine, HOA Board member, submitted his resignation due to family/coaching commitments which occur on the same nights as the Board meetings. Board members expressed regret of his resignation and appreciation for his service on the Board as Grounds Chairman. Since Don's term on the Board will expire as of 12/31/2015, it was the consensus of those present that this position not be filled for the remaining four months of his term.

Stephanie Hartman reported that Mike Highland, owner of Heiland Roofing and of a few properties within the HOA, has volunteered to provide new shingles for the pool house. She also indicated that Kenny Ast and Trey Frederick have volunteered to help with this project.

Board members discussed the best way to have the old shingles hauled off, and suggested that we ask HOA homeowner, Behrooz Rahbar, if he would be willing to provide the use of his truck/trailer to haul off the old materials. In recognition and appreciation of Behrooz's time and equipment, Vergil Esau moved, seconded by Ray Walker, that the Board authorize a minimum payment of \$50/load whenever Behrooz provides his truck/trailer for hauling off debris from the HOA Commons areas. Motion carried. Grant Delmar also moved, seconded by Cindy Ainsworth, that the Board send him a thank you note, along with a \$50 QT gift card for his previous hauling services. Motion carried.

The Board also identified the need to have the pool house power washed, stained/sealed before the winter months. Stephanie indicated that Rob Hartman would provide Grant with the measurements of the building, and Grant will obtain estimates on the cost for materials.

Stephanie provided Board members with an update on the plans for the August 15th HOA Pool/Block Party. They reviewed the proposed layout for the party activities to be held at the Pool and surrounding commons area, as prepared by Brooke Mueller. It was the consensus of the Board that we not offer “horse shoes” as a game due to the possibility of an injury occurring should a child run into the playing field.

Grounds Report: With the loss of Don Racine as Grounds Chairman, Vergil Esau agreed to assume this responsibility and will be contacting Proscapes regarding lawn services to be provided for the remainder of the year. It was noted that they are scheduled to mow on Thursday, August 13th.

Additional items identified/discussed were:

- Need to remind Proscapes to edge/trim in all commons areas, especially in commons area near Denene.
- Need to haul off additional tree limbs/debris in commons areas. Grant will follow-up with Behrooz Rahbar and other volunteers to see if they can get this work completed.
- Need to purchase “no dumping” signs for commons area between Denene and Pawnee Court, where some residents have dumped tree limbs, grass clippings, etc.
- Need to purchase bagworm killer and treat the two cedar trees located near the tot playground. Roy Richter moved, seconded by Cindy Ainsworth that the Board authorize Vergil Esau to purchase the materials needed. Motion carried.
- Ray Walker indicated that he would contact the two banks which own the properties on the corner of Glacier/Yellowstone and Glacier/Carlsbad regarding the need to mow these properties on a regular basis. Grant Delmar indicated that he will also contact our district rep on the City Council about having the City mow these properties and bill the bank(s).

Vice President’s Report: Grant Delmar reported that the fence project at the pool had been completed, and many positive comments have been made by homeowners who are enjoying the shade and additional space at the pool. It was recommended that the picnic table by the pop machines be moved to the shaded area.

Grant also requested Board approval to purchase additional materials needed to rewire the pool gate (approximately \$25), noting that Richard Schnitzler has volunteered to handle this project. Board members expressed their appreciation for Richard’s willingness to do this work, and recommended that a thank you note be sent, along with a \$25 check for his services.

Secretary’s Report: Cindy Ainsworth distributed copies of the most recent listing of homeowners. She noted that we have obtained email addresses for 60% of the homeowners, and that Kay Esau will continue to work on obtaining more email addresses. She also reported that Corey Capps had added a new section on the website for HOA policies/forms (which can be found under the “About” heading on the home page (where the Bylaws, Covenants, and Minutes are located).

Pool Report: Roy Richter noted that he has received several emails from homeowners in the adjacent neighborhood on Yellowstone Court, about the possibility of joining The Park HOA. The Board reaffirmed their position of last month, that it would not be fair to existing HOA members who have paid their dues/special assessments for years, to incorporate these homes into The Park HOA.

Ray Walker reported that he has requested a bid from Aquasizers on the cost of a new pool liner, plus installation costs, and he will also proceed to obtain at least two additional bids.

It was noted that Aquasizers has been unable to locate the leak in the kiddie pool, and believe that the problem may lie in one of the pipes leading from the pumps in the pool house to the pool. Ray will discuss this issue further with the owner of Aquasizers.

With the increase in homeowners who have utilized the pool this season, plus the fact that pool expenses have come in under budget, Grant Delmar moved, seconded by Vergil Esau, that the closing of the pool be moved from September 7th to September 14th. Motion carried.

Ray indicated that with the expansion of the fence, there is a need for an additional flood light to cover that area after dark. Following brief discussion, Ray Walker moved, seconded by Grant Delmar, that the Board authorize the purchase of three, new motion detector spotlights for the pool area. Motion carried. Grant indicated that he would check out the cost of the lights and wiring for this project, and send this information to the Board for final approval.

It was also reported that Aquasizers found seven lounge chairs that had been thrown into the pool after hours early Monday morning. Ray Walker will be reviewing security camera footage to identify suspects. Any homeowner with information on this vandalism is asked to contact a member of the Board.

Treasurer's Report: Ray Walker shared with Board members a large map of The Park HOA, with those homes which are currently for sale. He will also plan to use this document to help identify homeowners who are past due on their HOA dues, etc.

Ray reported that he did not receive the July Financial Report from Westside Bookkeeping until late today (and he was unable to print copies for members due to printer problems). He noted that the current balance in the HOA Bank Account is \$25,120.25 and expenses during the month of July, were approximately \$10,000. Ray will forward a copy of the July Financial Report to all Board members.

There was brief discussion regarding the status of the HOA audit process. Ray indicated that he would follow-up on this issue with Mark Borofsky to ensure that Mark and his committee have a copy of the Audit Protocol and all files needed to complete their work.

Ray indicated that it is sometimes difficult to obtain two signatures on checks, and requested that the Board revise the Expense Reimbursement Policy to reflect that two signatures will be required to approve reimbursement(s), but only one Board member signature be required on the check. It was further noted that the Bank only recognizes one signature. After brief discussion, it was the consensus of the Board that the policy be revised to reflect that “HOA-related expenses in excess of \$50.00 must be pre-approved in advance”, and that “two Board member signatures are required for approval of any Expense Reimbursements, and only one Board member signature will be required on HOA Checks”. (Copy of revised Policy Attached to Official Minutes)

Ray suggested that it might be a good idea if the HOA Annual Meeting could be held at Cross Roads Church due to the number of homeowners that will need to be in attendance to approve the proposed changes the Bylaws/Covenants, plus the fact that they have AV equipment which helps to facilitate our annual meeting, and reduce printing costs. Cindy Ainsworth indicated that she would contact the church to see if they would allow the HOA to meet there again on December 7th.

Bylaws Report: Vergil Esau distributed and reviewed proposed changes to the Bylaws, as recommended by the Bylaws Committee. A few minor corrections were recommended. Recommended changes to the HOA Covenants will be reviewed at the September meeting. All proposed changes to the Covenants and Bylaws must be approved by homeowners at the Annual meeting in December.

Adjournment: There being no further business, the meeting was adjourned at 9:50 p.m.

Cindy Ainsworth
HOA Board Secretary