

**The Park HOA Annual Meeting**  
*Meeting Minutes*  
Dec. 5th, 2016 @ Cross Roads Church

**Call to Order:** The meeting was called to order at 6:10 p.m., at Cross Road Church.

**Quorum Established:** A quorum was established; 41 of the 239 homes within the HOA were represented at the meeting and 9 proxies were turned in (Copy of Sign-In Sheet Attached to Official Minutes).

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

**Approval of Minutes:** Behrooz Rahbar moved that the Annual Meeting Minutes distributed from the December 7<sup>th</sup>, 2015 meeting be approved, motion was seconded by Roy Richter, and carried.

**Introductions:** Board members introduced themselves. It was noted that Stephanie Hartman, Ray Walker, and Grant Delmar's terms on the Board will end at the end of December, 2016.

**Nominating Committee Report:** Cindy Ainsworth, Chairman of the HOA Nominating Committee, gave the information to the board for the following slate of candidates to fill the five vacant Board positions for 2017-2018. There are two, one-year slots to replace Angela Hottle and Moses Martinez. The other three will be two-year slots replacing Stephanie Hartman, Ray Walker, and Grant Delmar. Twenty-five homeowners were contacted and the following are the names are on the ballot:

Bob Ainsworth	Rob Hartman
Steve Carter	Donnovan Karber
Grant Delmar	Ray Walker
Jim Fallis	

Each candidate introduced themselves and provided homeowners with brief information regarding their willingness to serve on the HOA Board. Three homeowners volunteered from to count the votes, they were Rebecca Lucas-Bordeaux, John Williams, and Debby Fallis. The following individuals were elected to the Board for 2017:

Grant Delmar	Donnovan Karber
Rob Hartman	Ray Walker
Bob Ainsworth	

Grant Delmar motioned for Steve Carter and Jim Fallis to replace any Board members who might resign or be unable to serve during the next year. Billy Vines motioned for the votes to be approved and new members to replace the old board. Karen Shope seconded

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the motion. All were in favor. Grant Delmar motioned to retain the other two nominees as replacements, to attend meetings if and when able. Motion was seconded by Billy Vines and seconded by Karen Shope. The motion carried.

**President's Report:** Stephanie Hartman presented an overview of the Board actions and HOA activities from 2016.

- **January** - Four new Board members took office, two remain.
- **February** - Discussions on projects for the year, pillars at the entrance need fixed, dumping areas need addressed, a sidewalk to join Pawnee Court to the rest of the commons discussed, new liner (not cover) at the pool discussed.
- **March** - Fire at a home within the Park, clothes donated by the HOA, concerned neighbors about the possibility of bikes being allowed at Pawnee Prairie Park due to horses, discussion of adding a new storage shed at the pool (Thank you Grant Delmar).
- **April** - Shed construction was started, no dumping signs purchased, & pool liner costs reviewed and approved by BOD.
- **May** - Clean-up day & fence moving projects took place, mowing started, & new pool liner installed.
- **June** - Shed building 75% complete! No dumping signs installed, garage sales took place, plants & pots installed at the pool by Brooke Mueller, & new furniture purchased for the pool.
- **July** - Pool usage up from previous year & homeowners holding swim parties with groups of more than 6 people at a time were asked to email the board for safety purposes.
- **August** - HOA Pool party featuring the band, Occam's Beard, occurred. Rob Hartman, Landscape Architect, reviewed The Park commons areas for drainage, most areas responded well to influx of rain with a few areas identified as needing work. An inebriated guest was left at the pool, the homeowner had their pool key revoked & the Board reviewed whether alcohol should remain at the pool. Stephanie mentioned that the subject would be covered later in the meeting, but she was informed that since charges were being pressed, more information could not be provided.
- **September** - Nominating and Audit Committees were formed & a new security system was purchased for the pool. Vandals broke the first aid box, dumped the planters and furniture in the pool resulting in damage. They will pay fines to the HOA and provide free labor via community service. New furniture was purchased for the pool while end of season sales occurred. If anyone notices good "deals" or sales on pool items they are asked to email the HOA.
- **October** - Entrance sign repairs were started (Thank you to Grant Delmar, Bill Packard, Richard Schnitzler, Ron Means, Bob Ainsworth, Rob Hartman, and Chase Crosby).
- New HD cameras installed at the pool area (Thank you to Ray Walker & David Mueller).
- The pool cover was repaired saving at least \$2,000 (Thank you Ray Walker). The teeter totter at the playground next to the pool was repaired (Thank you Bill Packard)

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& David Mueller), and shelves in the storage shed were completed (Thank you David & Brooke Mueller).

- **November** - A tour of the drainage ravine area between Pawnee Ct. and Denene Cir. was done with a contractor to review clean-up project and creating a path with low water bridge to tie homeowners more into the rest of the neighborhood. The entrance sign, fence, and pillars were completed. The sprinkler system was winterized and drip system installed. (Thank you Ron Means, Bill Packard, Richard Schnitzler, Rob Hartman, & Grant Delmar).
- **December** - Continuation of current board until new board can meet the 2nd week of January, 2017.

**Vice President's Report:** Bill Packard reviewed the entrance sign project in detail with photographs of the work that was completed. Close to \$2,000.00 was saved to the HOA by Homeowners doing the manual labor. A special Thank you to Richard Schnitzer was given for his outstanding work restoring the wooden Park sign. Again, they thanked Ron Means, Bill Packard, Richard Schnitzler, Rob Hartman, & Grant Delmar, but also Behrooz Rahbar for hauling off the trash and debris.

**Treasurer's Report:** Ray Walker reviewed the 2016 Financial Report and the Proposed 2017 Budget. He presented the changes that were made from the original that had been sent to the homeowners. Dues will remain the same, \$60/quarter for the upcoming year. In the upcoming year, he expects legal costs to increase as several homeowners do not want to pay their dues and they will need to be dealt with accordingly. Jerry King noted that the date was printed incorrectly on the voting ballot and that it needed to say 2017 budget. The 2017 budget passed unanimously and was counted by Richard Schnitzler, Joan Kastner, & Mike Dudek.

The Park HOA Budget Comparison		Actual Income & Exp. Thru 10/31/2016 & Proj. Exp. Thru 12/31/2015	Variance	2017 Budget Proposal - Based on 220 Residents @ \$240/yr.	
Approved Budget 2016					
Resident Dues	\$ 52,800.00	\$ 53,982.22	\$1,182.22	\$ 52,800.00	
Special Assessment	\$ -	\$ -	\$0.00		
Past Due Fees	\$ 600.00	\$ 652.78	\$52.78	\$ 600.00	
Initiation Fees	\$ 1,500.00	\$ 2,250.00	\$750.00	\$ 1,500.00	
Pool Key Replacement	\$ -	\$ 50.00	\$50.00	\$ 100.00	
Interest Income	\$ -	\$ 0.30	\$0.30	\$ 0.50	
<b>Total Income:</b>	<b>\$54,900.00</b>	<b>\$56,935.30</b>	<b>\$2,035.30</b>	<b>\$55,000.50</b>	<b>Total Income</b>
<b>Expenses:</b>					<b>Expenses</b>
Acct. & Tax Return	\$2,400.00	\$2,275.00	\$125.00	\$2,400.00	Acct. & Tax Return
Bank Service Charge	\$50.00	\$9.75	\$40.25	\$50.00	Bank Service Charge
Legal Fees	\$2,000.00	\$0.00	\$2,000.00	\$2,500.00	Legal Fees
Property Management	\$0.00	\$0.00	\$0.00	\$0.00	Property Management
Postage/Mail Box	\$1,000.00	\$130.51	\$869.49	\$1,000.00	Postage/Mail Box
Printing	\$1,000.00	\$2,329.11	-\$1,329.11	\$1,000.00	Printing
Office Supplies	\$500.00	\$105.85	\$394.15	\$500.00	Office Supplies
Annual Report to State of Kansas	\$0.00	\$40.00	-\$40.00	\$40.00	General Taxes
Website Maintenance	\$300.00	\$139.87	\$160.13	\$300.00	Website Maintenance
Lien/Collection Fees	\$250.00	\$27.00	\$223.00	\$260.50	Lien/Collection Fees
License & Permits	\$250.00	\$175.00	\$75.00	\$250.00	License & Permits
Community Events/Meetings	\$2,000.00	\$1,305.10	\$694.90	\$2,000.00	Community Events/Meetings
Insurance	\$4,000.00	\$3,085.68	\$914.32	\$4,000.00	Insurance
General Landscaping	\$15,800.00	\$18,810.27	-\$3,010.27	\$15,800.00	General Landscaping
Irrigation Repairs	\$200.00	\$200.00	\$0.00	\$200.00	Irrigation Repairs
Tree Maintenance & Minor Landscape	\$2,000.00	\$562.91	\$1,437.09	\$2,500.00	Tree Maintenance & Minor Landscape
Debris Removal	\$500.00	\$100.00	\$400.00	\$650.00	Debris Removal
Pool Maintenance & Supplies	\$10,000.00	\$8,009.84	\$1,990.16	\$10,000.00	Pool Maintenance
Pool & Playground Repairs	\$500.00	\$675.00	-\$175.00	\$1,500.00	Pool Repairs
General Maintenance	\$500.00	\$899.76	-\$399.76	\$500.00	General Maintenance
Gas	\$750.00	\$734.24	\$15.76	\$750.00	Gas
Water	\$4,000.00	\$3,286.44	\$713.56	\$4,000.00	Water
Electric	\$3,000.00	\$3,033.14	-\$33.14	\$3,000.00	Electric
Misc. Expenditures	\$1,800.00	\$98.81	\$1,701.19	\$1,800.00	Misc. Expenditures
<b>Total</b>	<b>\$52,800.00</b>	<b>\$45,833.28</b>	<b>\$6,966.72</b>	<b>\$55,000.50</b>	<b>Total Expenses</b>
<b>Net Income(Loss)</b>		<b>\$11,102.02</b>	<b>\$9,002.02</b>		<b>Net Income(Loss)</b>
<b>Reserve Accounts:</b>	<b>Approved 2015</b>	<b>Actual Expense 2015</b>	<b>Year-End Bal. Res. Accts</b>	<b>2017 Additions to Reserves</b>	<b>Reserves Balances</b>
Pool Maintenance	\$9,000.00	\$6,015.51	\$2,984.49	\$5,000.00	\$7,984.49
Deferred Maintenance	\$2,000.00	\$0.00	\$2,000.00	\$5,000.00	\$7,000.00
Additional Improvements	\$2,905.00	\$3,276.14	-\$371.14	\$10,000.00	\$9,628.86
<b>Total</b>	<b>\$13,905.00</b>	<b>\$9,291.65</b>	<b>\$4,613.35</b>	<b>\$20,000.00</b>	<b>\$24,613.35</b>

Pool Maintenance Expected Upcoming Costs: Kiddy Pool Liner with Steps

Deferred Maintenance – Nothing Expected or Specified

Additional Improvements: Low Water Crossing & Clearing

Current Bal.	\$24,790.75
Less Alloc.	\$20,000.00
Working Bal.	\$4,790.75

**Pool Report:** Ray Walker spoke of the pool and improvements such as the pool liner. Proposed items that need addressed are the kiddy pool liner and the addition of steps due to the steep drop down into the pool. Ann Bolton moved that when the kiddy pool liner is replaced, that steps also be added at that time. Bob Ainsworth seconded the motion. All homeowners present were in favor with the exception of one. The motion passed.

Mark Borofski asked the Board to research installing a well. Ray mentioned that the reason we haven't installed one is because the chemical costs would go up. The Board agreed to get bids on the well in the upcoming year.

The new High Definition security system has been installed at the pool and Ray thanked David Mueller for his help.

**Grounds Report:** Grant Delmar spoke about the vandals and having them do work around the grounds.

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Before speaking more on the grounds, Grant moved for the HOA Board positions of Secretary and Treasurer to have their dues waived. The motion was seconded by Billie Vines. Only a few people were not in favor. Some thought it should be either all board members or none. The 2016 Treasurer, Ray Walker, and Secretary, Brooke Mueller mentioned that they would still pay their dues, but if they were to not be waived by others in those positions, they would come from the chart of accounts under the income statement.

Grant showed pictures of the expansion at the pool and building of the new storage shed at the pool. A significant amount of money was saved by the work being done by the HOA homeowners. Thank you to Brad McArthur, Richard Schnitzler, Grant Delmar, Mickey Thull, Lucky Casteller, Moses Martinez, David Mueller, Bob Ainsworth, Jeff Hanley, Jeff Komp, Dan MGrew, Janna Peters, Stephanie Hartman, Rob Hartman, Bill Packard, Ray Walker, Christopher Warp, Marty Todd, with a special thanks to John Williams for the use of his high powered drill for helping with the shed, fence, and clean up day/dumpster day.

Grant introduced the project for a path between Pawnee Court and Denene. Multiple bids are being gathered, the city has reviewed and approved the plan for the low water bridge crossing, and that the cost will be under \$5,000, which is already in the proposed 2017 budget. The first step will be to have the area cleaned out and debris eliminated. The next step will be to re-grade the creek bed for appropriate drainage and low water crossing. Then the walking path connecting the existing sidewalks will be completed on each side with rock or something cost effective.

**By-Laws & Covenants Committee:** Vergil Esau, Chairman, updated everyone on the voting.

Vergil Esau, Chairman of the Bylaws Committee, updated those present on the status of the proposed changes to the HOA Bylaws and Covenants, noting that changes to the Bylaws will require approval by 75% of the homeowners and changes to the Covenants require approval of 51% of the homeowners. To date, only 57% of homeowners have voted.

Karen Shope mentioned that many of the phone numbers were incorrect and that if anyone has changed their contact info to get that to the Secretary of the Board. Vergil mentioned that he and a team of Homeowners will be calling, writing, and knocking on the doors of people's homes until the voting is completed.

It was mentioned that emails to the board via the website were going unanswered. Brooke Mueller mentioned that the emails may have gone into the SPAM folder and had been deleted. The issue was to be addressed by Brooke (Secretary) right after the meeting.

**Audit Committee:** Janice Lollar, Chairman of the Audit Committee, with the help of April Karber & Lean Todd reviewed all of the documents and records from 2015 including: Bank Statements and Financials from 2015, accounts receivable and payables, board meeting minutes & emails, & verified everything over \$1,000.00 was budgeted and that expenditures did not exceed 105% of the annual budget. After examining all items, they found no discrepancies. Volunteer work in the commons areas, new fences at the pool, and other clean-up work and projects have been excellent additions to our community. All members of our Association are encouraged to contribute by volunteering as it helps keep our community beautiful and maintains property values for the sake of posterity.

Door Prizes were given out, donated by Texas Roadhouse, Abuelo's Mexican Restaurant, Rib Crib, Outback Steak House, and Yoder Meats.

Adjournment:

Meeting was adjourned at approximately 8:00 pm.

**The next board meeting will be at 6:30 pm on January 10<sup>th</sup> at Brooke Mueller's home.**