

**The Park HOA Board of Directors  
Minutes of Meeting – July 8, 2019**

**Members Present:** Cindy Ainsworth, Vergil Esau, Jim Fallis, Jeff Griswold, Donovan Karber, Dave Mueller, and Lee Nutter.

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

**Approval of Agenda:** The agenda was approved by consensus.

**Approval of Minutes:** The minutes of the June 3, 2019 meeting were approved as printed via email vote by all Board members.

**President's Report:**

Vergil updated Board members on several covenant violations which have been addressed with homeowners during the past month. He referenced the new "First Notice" forms which are being used to alert homeowners/renters (i.e., Yard Maintenance issues must be corrected within 7 days and action must be taken on General Maintenance issues within one month). Board members discussed the importance of property owners keeping the exterior of their property maintained and landscaped as it elevates the value of all homes within this area. It was agreed that Section 8.8 of the HOA Bylaws authorizes the Board to issue fines (up to \$100 per occurrence) to homeowners who continue to breach any of the provisions of the HOA Bylaws, Articles of Incorporation, and Covenants. Going forward, it was unanimously agreed that the homeowner will receive a "First Notice" notification, and if the issue is not addressed within the specified time period, a letter will be sent to the homeowner (by certified mail) allowing 30 days for the infraction to be corrected before a fine is levied.

**Vice President's Report:**

Lee indicated that both he and Donovan are reviewing concrete areas within the HOA sidewalks that are a safety hazard and need to be repaired. Prior to the next Board meeting, he will obtain bids from a few contractors for these repairs. He also encouraged Board members and homeowners to submit suggestions for Capital Improvements within the HOA Commons areas for 2020 and beyond. These items will need to be approved at the annual meeting in December. One suggestion received thus far included a pickleball/basketball court.

### **Treasurer's Report:**

Jim distributed copies of the June, 2019 Financial Report, noting that dues collections for the month of June were \$2,363.40 and expenses were \$5,282.75 (which did not include the pool maintenance expense for the month of May and June as the check had not cleared the bank as of 6/30/2019). The current balance in the HOA Checking/Savings Accounts is \$50,217.78.

The Board also reviewed the Aged Receivable Accounts as of 6/30/2019 (those homeowners who are delinquent on their homeowners' dues). Jim noted that several of the homeowners who were previously more than one year behind on their dues are now current; however, there are two homeowners who are significantly behind on their dues and who have failed to respond at attempts for collection personally by the HOA Treasurer. It was the consensus of the Board that these two accounts be turned over to the Collections Attorney.

It was also noted that there are a few accounts listed within this report that contain small amounts that were either prepaid by the homeowners or owed by the homeowners who no longer reside within the HOA. Jim moved, seconded by Lee, that the Treasurer authorize Westside Bookkeeping to write-off those accounts that are no longer attached to an address within our HOA. Motion Carried.

Jim updated Board members on the status of the Pool Vandalism which occurred last summer. He stated that one of the vandals has pleaded guilty and will be sentenced on September 15<sup>th</sup>. He noted that both he and Ray Walker will attend this hearing. Two of the vandals will be going through diversion, and one other of the juveniles is applying for diversion next week.

Following brief discussion, Vergil moved, seconded by Lee, that the Board accept the Treasurer's June, 2019 Financial Report as printed. Motion Carried. (Copy of report attached to official minutes)

### **Grounds Report:**

Donnovan noted that several trees within the commons area had been trimmed within the past month. He noted that the owner of this company had proposed having his crew of four men work for 7 hours to go through the commons area, raising the canopy on several trees/trimming off lower branches for \$1,500. Following additional discussion, the Board authorized Donovan to obtain additional bids to be presented to the Board before a final decision is made. The motion was seconded by Dave and carried.

A copy of the revised HOA Roofing Policy was presented for review/approval by the Board. Donovan moved, seconded by Lee, that the revised policy be approved as

printed. Motion carried. (Copy of Revised Policy Attached to Official Minutes and Posted on the HOA Website) It was also suggested that this policy be emailed to all homeowners as a reminder whenever large storms occur within the area that may result in roof damage.

There was also brief discussion regarding grounds issues relating to individual property owners. Donovan agreed to follow-up on those personally.

**Pool Report:**

Dave identified five repair issues involving the pool area. (Copy of Dave's Report Attached to Official Minutes). The Board agreed that the issue involving the pool pump electrical connection needs to be addressed immediately. Cindy moved, seconded by Donovan, that Dave obtain a cost estimate for this work by Integrity Pools and submit this quote for final approval by the Board. Motion carried.

It was also pointed out that two of the posts on the south pergola are rotting and need to be replaced. The Board authorized by consensus, that Dave purchase two additional posts to replace the rotting posts. Lee and Donovan indicated that they could help Dave install the new posts at the pool.

After further review of the three other items needing repair at the pool (i.e., improper pipe fittings to the pump, a pump valve needing to be replaced, and a chlorine feeder tube that needs to be larger to support our pool's current configuration), the Board requested that Dave obtain cost estimates for these repairs from Integrity Pool. It was noted that it would probably be best to do these repairs at the end of the swimming season when shutting down the pool. Dave will also request a quote for a heater for the kiddie pool.

Dave reported that he has not yet heard back from Ray Walker, former Pool Chairman, on the status of the warranty on the Kiddie Pool Liner which developed a leak. Dave will follow-up with Ray again. It was also noted that the Cox Cable line at the pool has not yet been buried after several attempts to get Cox out to bury cables that are lying on the ground within the commons area. Vergil stated that Cox indicated that they would be out on Tuesday to repair the cut cable by the pool and get this cable buried. He stated that Ray Walker would be meeting the Cox crew at the pool.

Cindy suggested that the Board purchase two tables and additional chairs for the shaded picnic area and under the pergola by the pop machine. Following additional discussion, the Board authorized the purchase of additional pool patio furniture at a not-to-exceed cost of \$1,100.

Dave reported that he has received six complaints regarding adults at the pool who are violating the Pool Rules (i.e., smoking, excessive drinking, swearing, loud music, etc.).

He stated that five of the six incidents involved individuals who rent vs. own property within the HOA. It was unanimously agreed by the Board that any further incidents at the pool involving individuals who rent property will include notifying the landlord, who will be held responsible for the actions of their tenants, with possible suspension of pool privileges if further violations occur. Suspension of pool privileges for violation of pool rules also applies to all homeowners.

### **HOA Annual Pool Party**

Jeff reported that the Annual Pool Party will be held on Saturday, July 27<sup>th</sup>, between 3-6 p.m. He stated that a water slide has been rented for this event. Board members reviewed the proposed task list for the party, and agreed to provide funding for the following items:

- Hot dogs, chips, potato salad, cookies, condiments, beverages, paper plates/cups/forks/spoons, ice, and items needed for the snow cone machine.
- Prizes for the kids bicycle decorating contest
- Water slide

It was noted that additional volunteers will be needed to help with supervising kids at the waterslide, setting up/clean-up, judges for the bike decorating contest, etc. Cindy will include a request for volunteers to help with the party when she sends out notices.

### **Adjournment**

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting of the Board will be held at the Mueller Residence 2502 Yellowstone Circle, on August 12<sup>th</sup>, at 6:30 p.m.

Cindy Ainsworth  
HOA Board Secretary