

LIMERICK PARK HOA
Taking Pride in Where We Live

Board Meeting Minutes

Day/Date/Time:	Saturday/December 9, 2017/9:00 AM
Location:	Starbucks in Yelm
Attendees:	James LeClear, Jennifer Lorenzen, Ted Foley, Stephanie Neurer, Cassie Tompkins (CM Pro Services)
Excused:	Wil Hutchison
Members Present (#):	2
Called to Order:	9:07 AM
Called to Close:	11:27 AM
Duration:	2 hours/20 minutes
Minutes Prepared By:	Stephanie Neurer, Secretary
Minutes Approved:	

Agenda

BOARD VOTED IN FAVOR (3-0) for the following action: Minutes from the 9/30/17 meeting ratified.

Old/Recurring Business:

1. Design Review(s)
2. Management Report
3. Lacamas Valley Board – Updates
4. Common Area Maintenance
5. Easement Areas
6. Bus Stop(s)
7. Basketball Hoops
8. Farmer Access Easement

New Business:

1. Water Leak/Water Bill
2. Propane Tanks
3. Mailboxes
4. Electrical Box Key

CM Pro Services Action Items

Design Review(s)

Exterior changes/modifications must go through the Design Review process.

- DRC Guidelines (as stated in CCRs) currently do not exist.
 - Steph will customize a rough draft “Rules & Regs” doc for Board and Cassie to review.

Management Report

Cassie provides Management Report prior to each monthly meeting for discussion/approval.

- Received October’s report from Cassie on 11/28.
- **BOARD VOTED IN FAVOR (3-0) for the following action:** October Management Report ratified.
- November report coming week of 12/11.

Lacamas Valley Board (LVB) – Updates

Ongoing communication/projects in conjunction with LVB.

- **Gate Update**
 - Gate closed and would not accept remote or code to open.
 - Waiting on Guardian for response
 - Gate open hours will be:
 - 6:30 – 8:30 AM
 - 3:50 – 6:00 PM
 - Remotes and codes:
 - 17 people ordered remotes and 1 person picked theirs up.
 - James called and emailed remaining members.
 - James will send list to Cassie to send letter.
 - Steph to add “gate guidelines” for Rules & Regs doc.
 - Guardian to improve back gate with fencing and remove large rocks used to eliminate cars from driving around the gate – next year.

Common Area Maintenance

Volunteers are currently maintaining common areas. **BOARD VOTED IN FAVOR (3-0) for the following action:** RFP going out soon to get bids from 3-5 landscaping vendors.

- Steph drafted document to define common areas and outline expectations for vendor – waiting for feedback from rest of Board
- James turned on sprinklers in park(s) to water trees – trees too far away from sprinkler spray.
 - **BOARD VOTED IN FAVOR (5 to 0) for the following action:** James will purchase new sprinkler heads and install in the Spring
 - Will focus on exterior perimeter to reach trees first – do the rest later if needed

Easement Areas

There are 2 easement areas on each side of 33rd Avenue before the bridge for WA Department of Ecology culvert access. The HOA owns these areas.

- **BOARD VOTED IN FAVOR (5 to 0) for the following action:** Post a sign for culverts under road (Keep out/no trespassing/enter at own risk)
 - Ted has signs and will install week of 12/11

Bus Stop(s)

Discussion on improving or moving the bus stop for safety purposes. Still getting many reports of unsafe activities.

- Ideas to improve safety
 - Develop a list of rules for the area?
 - Hire a bus stop “monitor”
 - Kids are in the street (unsafe with traffic) and on landscaping/monuments/gate structure (cost money to fix when broken)
- Red or flashing lights to alert drivers
 - Need to attend a Roy city council meeting and “suggest”
 - Board meeting for Bethel School District
 - Contact Transportation Department
- Member offered complimentary labor to build bus shed at back gate and possibly enlarge bus shed at front gate so they match (will need vote from LVB)
 - James will get quote on materials

Basketball Hoops

Take action to enforce rules on having basketball hoops in driveways/on streets.

- Basketball hoops are to be turned into the driveway and away from the street – 100% contained in the lot
- Notices to go out during next compliance review

Farmer Access Easement

Farmer has 2 access points to his land through the community and owns a lot.

- Jennifer to make sure street is cleaned up.

New Requests from Homeowners

2018 Budget

Need to discuss the details of the 2018 budget.

- Cassie suggests decreasing dues to avoid audit expenses
 - **BOARD VOTED IN FAVOR (4-0) for the following action:** Try to hire Cagianut & Company to be our HOA Audit Firm (<http://www.hoacpa.com/>)
 - They will audit all processes, accounts, vendors and management company
- Complete a reserves study and start funding account
 - **BOARD VOTED IN FAVOR (4-0) for the following action:** Hire Association Reserves to provide a reserve study and road map (<http://landing.reservestudy.com/>)
 - Will provide tools to help us budget to goal
 - Usually a 30 year plan
- Community outreach
 - TBD
- Landscaping
 - TBD
- Insurance premium changes
 - **BOARD VOTED IN FAVOR (4-0) for the following action:** Cassie is reviewing costs and shopping for new company

Water Leak/Water Bill

Water bill was very high due to what James thinks is a leak.

- Can we get a refund on payment prior to fixing? If not, James will fix before Spring

Propane Tanks

Looking into propane tanks visible from the street

Mailboxes

Member suggested we look into adding more parcel boxes to our locking mailbox sections

- **BOARD VOTED IN FAVOR (4-0) for the following action:** There is not a budget to spend on this in 2018.

Electrical Box Key

Ted looking into getting a key made or changing the lock?

CM Pro Services Action Items

Discussion on CM Pro Services processes.

- Next monitoring trip, send notices to all properties with visible chain link (per CCR 4.6)