

LIMERICK PARK HOA
Taking Pride in Where We Live

Board Meeting Minutes

Day/Date/Time:	Saturday/February 10, 2018/9:00 AM
Location:	Ted Foley's Shop
Attendees:	Jennifer Lorenzen, Ted Foley, Stephanie Neurer, Cassie Tompkins (CM Pro Services)
Excused:	
Members Present (#):	0
Called to Order:	9:03 AM
Called to Close:	11:47 AM
Duration:	2 hours, 44 minutes
Minutes Prepared By:	Stephanie Neurer, Secretary
Minutes Approved:	Saturday/March 10, 2018

Agenda

BOARD VOTED IN FAVOR (3 to 0) for the following action: Meeting minutes for both the December and January meetings are ratified/approved.

Recurring Business:

1. Design Review(s)
2. Review Compliance Issues
3. Management Report
4. Gate Updates
5. Lacamas Valley Board – Updates
6. Common Area Maintenance
7. Easement Areas
8. Bus Stop(s)
9. Basketball Hoops
10. Water Leak/Water Bill
11. Electrical Box Key
12. Member Suggestions
13. Improve Communication with Membership

New Business:

1. Board Member Updates
2. Annual Meeting
3. Street Sealing
4. Flooding
5. Website Updates

Design Review(s)

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

Review Compliance Issues

Issues with compliance notices, concerns from homeowners and special circumstances to discuss

Management Report

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

- **BOARD VOTED IN FAVOR (3 to 0) for the following action:** Management Reports for both December and January are approved.

Gate Updates

Gate is working correctly.

- Gate open hours will be:
 - 6:30 – 8:30 AM
 - 3:50 – 6:00 PM
- Remotes and codes:
 - How many of the \$44 remotes does Melissa have in stock?
 - Locks were put on the control boxes so homeowners could not reset gates or set them to stay open at any time.
- Guardian to add receiver to the older back gate (at no cost to us) so the \$16 remotes will work on all 3.
 - Has this been done? If not, when is it scheduled?
- Steph to add “gate guidelines” for Rules & Regs doc.
- Guardian to improve back gate with fencing/pedestrian gate and remove large rocks used to eliminate cars from driving around the side gate(s) – later in the year.
- Ted working on pedestrian gates on front gate.

Lacamas Valley Board (LVB) – Updates

Ongoing communication/projects in conjunction with LVB.

- Ted is new point of contact for LVB.
- Need to enter into a legally binding maintenance agreement with LVB
 - Define common areas & split cost percentage of shared interest expenses
 - Request separate invoices to each board for accounts payable
 - Cassie recommends an HOA lawyer draft these documents as a non-affiliated party to either HOA – Cassie getting us 3 “statement of work” docs from 3 different lawyers
 - Allow LVB time to do the same if they want

Common Area Maintenance

Landscaping is going out to bid this month.

- Common area outline given to Cassie, she will add map and go out to bid
- **BOARD VOTED IN FAVOR (5 to 0) for the following action:** 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 installed signs and one was taken down and is missing.
 - Should we post on fence instead of on stake?

School Bus Stop(s)

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

- Jennifer will contact person who built front bus shed to get a quote for the exact same one for the back gate.
 - Back bus shed will go in front of the existing light in the easement on the corner.
 - LVB will have to get documentation for easement with current homeowner which will stay in place should they sell the property.
 - Pressure wash and stain?

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

2018 Budget

Need to discuss the details of the 2018 budget.

- **BOARD VOTED IN FAVOR (3-0) for the following action:** Try to hire Cagianut & Company to be our HOA Audit Firm (<http://www.hoacpa.com/>)
 - Audit 2018 in early 2019.
 - They will audit all processes, accounts, vendors and management company
 - Dues will not reduce.
- Complete a reserves study and start funding account
 - 2/8/18 study done
 - Will provide tools to help us budget to goal
 - Usually a 30 year plan
- Insurance premium changes
 - **BOARD VOTED IN FAVOR (3-0) for the following action:** Switch to CAU for much more coverage at a minute cost increase.
- Landscaping
 - TBD

Water Leak/Water Bill

- Ted to fix leaky valve before spring

Electrical Box Key

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

Member Suggestions

Member contacted the board to provide suggestions for improvement.

- List Board long-term goals and track progress toward achieving them.
- Allow for supplemental write-ins for suggestions on changes to CCRs and Bylaws.
 - Requires 67% membership vote
 - Will require us to pay legal fees per instance
 - Should we consider budgeting for this expense?

Improve Communication with Membership

Suggested ways the Board can improve communication with homeowners.

- Biannual community meeting
- Monthly board meetings are open to the membership
- More updates on current projects
- Online/paper surveys (not official voting) to get overall opinions on most common unknowns or complaints in CCRs?
 - Height of landscaping in front yards
 - Carports
 - Building materials
 - Color schemes
 - Signage
 - Yard decor

Board Member Update

Recent Board Member resignations for positions of President and Member at Large.

- **BOARD VOTED IN FAVOR (3-0) for the following action:** Do not appoint temporary Board Members at this time. All 4 open positions will be voted in at the Annual Meeting.

Annual Meeting

BOARD VOTED IN FAVOR (3-0) for the following action: Annual Meeting will take place as follows:

- Saturday, May 12, 2018 at 2:00 PM
- In the park behind the mailboxes
- Need awnings, tables, chairs, pens, ballots, proxies, etc?
- Guests to bring chairs
- Voting for 4 open positions

Street Sealing

BOARD VOTED IN FAVOR (3-0) for the following action: Get 3 bids on street sealing.

Flooding

BOARD VOTED IN FAVOR (3-0) for the following action: Get DrainPro into the community ASAP the next time we get a heavy rain so they can research the flooding on 33rd.

Website

Requested website updates:

- Steph to move action boxes to top.
- Add Easter Egg Hunt
 - Donations being accepted for plastic eggs and candy