

LIMERICK PARK HOA
Taking Pride in Where We Live

Board Meeting Minutes

Day/Date/Time:	Saturday/March 10, 2018/9:00 AM
Location:	Ted Foley's Shop
Attendees:	Ted Foley, Stephanie Neurer
Excused:	Jennifer Lorenzen, , Cassie Tompkins (CM Pro Services)
Members Present (#):	0
Called to Order:	9:14 AM
Called to Close:	9:54 AM
Duration:	40 minutes
Minutes Prepared By:	Stephanie Neurer, Secretary
Minutes Approved:	Saturday/April 14, 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. School Bus Stop(s)
9. 2018 Budget
10. Water Leak/Water Bill
11. Electrical Box Key
12. Member Suggestions
13. Improve Communication with Membership

New Business:

1. Annual Meeting
2. Street Sealing
3. Flooding
4. 4 Way Stop

1. 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

2. Review Compliance Issues

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

3. Management Report

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

- February Management Report not available yet

4. Gate Updates

Gate is working correctly

- Gate open hours will be:
 - 6:30 – 8:30 AM
 - 3:50 – 6:00 PM
 - Closed on weekends
- Guardian installed new receiver on the older back gate, now all remotes will work on all gates
- We have chosen a different remote which only costs approximately \$16, instead of \$44
- Gate Guidelines document is complete and LVB is reviewing. Once approved will add to website
- 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

5. Lacamas Valley Board (LVB) – Updates

Ongoing communication/projects in conjunction with LVB

- Steph 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

6. 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

7. 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

- Reviewing CCRs on fence easements

8. 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?

9. 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 – out to bid

10. Water Leak/Water Bill

- Ted to fix leaky valve before spring

11. Electrical Box Key

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

12. 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?

13. Improve Communication with Membership

Suggested ways the Board can improve communication with homeowners.

- Biannual community meeting (in addition to Annual Membership 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

1. 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 (all positions except VP)

2. Street Sealing

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

3. 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

4. 4 Way Stop

Discuss a 4 way stop at the intersection of 33rd Avenue and 290th Avenue