

## **Parkside at Woodbridge HOA**

### **Minutes of the 2008 Annual Homeowners Membership Meeting**

**February 26<sup>th</sup>, 2008, at Carolyn's home**

**Minutes taken by Fergus Stewart.**

#### **Present**

- Brent Best – HOA Vice President
- Michael Gordon – Kappes Miller Management [mgordon@kappesmiller.com](mailto:mgordon@kappesmiller.com)
- Atin Bansal - Resident
- Carolyn Kitchens - Resident
- Fergus Stewart- Resident
- Sriram Ramaswamy – Resident
- Martin Neupauer – Resident
- Vijay Mummulla - Resident

Michael opened the meeting at 7pm.

25% of residents were present. With proxies that had been received, we had an effective representation of 51% of residents.

#### **Finances**

Michael informed us that we are behind on funding the reserve. He provided us with a summary of the reserve funding report, which is a 30-year analysis of expected costs, and the funding that would be required to meet them. This is based on a study that was performed by an outside company, and includes assumptions for expenditures, based on their experience.

There was a discussion about the current level of HOA dues, and the fact that they continue to increase each year, at a rate beyond inflation. Martin suggested that at some point, we should cap the dues, and then figure what we can afford to buy, rather than the current practice of spending, and then increasing the dues to meet that spend.

Fergus holds the view that we may be overpaying for some of the contracts that we have, and that addressing this may be an effective way to address the escalating HOA dues. Some examples of this were discussed. There are 3 separate landscaping contracts in Woodbridge, one for phase 2 townhomes (ours), one for phase 1 townhomes, and one for the master HOA. These could possibly be combined, and that used as a lever to get a better price. It's unclear whether the three HOAs all use the same landscape contractor today.

### **Landscaping**

There was a discussion about the water charges for landscaping. There seems to be a lot of over-watering. Where residents see this, they are asked to take a digital photo of the affected area that clearly shows the problem (pool or mud pit!) and where it is, then send that to Michael by email, so that he can get it addressed directly by the landscape contractor. It was suggested that we could have a walkthrough of the landscaped area, with the contractor, ideally during the summer, to review how much water each grassed area and shrub area really needs.

### **Fire alarm maintenance**

There have been a lot of complaints about the bi-annual fire alarm inspections. Residents stay home, but the contractor often fails to show up. Michael told us that Redmond codes mandate the inspection twice a year. The next inspection has been scheduled for Saturday March 15<sup>th</sup>. We pay for alarm inspections, and alarm monitoring. Brent believes that there are two telephone lines per unit (so six lines per building) dedicated to this monitoring.

Action on Michael to determine whether we are really paying for 48 phone lines, and if so, why.

### **Replacement of the heating actuators**

This work had been postponed at the last minute because Olympic Mechanical ran out of actuator units. Michael told us that the work has been rescheduled for March 13<sup>th</sup> and 14<sup>th</sup>. The cost of the replacement is \$175 per unit, this is for labor only, since the actuators have been provided to Olympic by the manufacturer (Honeywell) free of charge. Three units have already had their actuators replaced, free of charge.

There was a discussion about whether it's reasonable for us to pay for the actuators. Carolyn suggested that we could pursue this in small claims court. Another option may be to approach Conner homes, and ask them to pay.

### **Earthquake insurance**

We don't have it. Carolyn's neighbor had been asked about it by potential purchasers of her unit. We live in a seismically active area, and earthquakes do happen here. The last major one was in 2001. If an earthquake were to happen, we would have to pay the cost of rebuilding the damaged units. We are being offered earthquake insurance for \$4500 per year, with a 5% deductible. Later in the meeting, the board instructed Michael to buy this coverage immediately.

### **Election of directors**

Marek's 3 year term on the board is over, and so is Brent's 2 year term. They have chosen not to stand again. Howard Hillinger has one more year of his term remaining. Carolyn was elected to a 3 year term, and Fergus was elected to a 2 year term.

The meeting closed at around 9:20pm. The next board meeting will be held on March 31<sup>st</sup>.