

Parkside at Woodbridge HOA

Minutes of the August 2008 HOA Board Meeting

August 18th, 2008, at Carolyn's home

Minutes taken by Fergus Stewart.

Present

- Michael Gordon – Kappes Miller Management mkgordon@kappesmiller.com
- Fergus Stewart – HOA President
- Carolyn Kitchens – HOA Treasurer
- Howard Hillinger – HOA Secretary

Mike opened the meeting at 7pm.

The minutes of the last board meeting on July 14th were approved.

Follow-up from the previous meeting

Howard has made a walk-around of some of the homes, to look for any construction problems that may need to be addressed. None were found.

Fergus has contacted Verizon and Comcast about the unterminated telecom cables laying on the ground at the utility entrance to 18878 NE 67th Way. Both denied ownership of the cables. Fergus will look into whether they may be related to the fire alarm monitoring system.

Action on Fergus to do this

The landscaping work should be in-progress, to change the large flax at the front of the NE 67th Way units, put mulch down around the 188th PI units, and lay flagstones to minimize soil erosion at 18874 NE 67th Way.

Fergus and Carolyn haven't done the walk through to look at moss on rooftops that may need to be treated.

Action on Fergus and Carolyn to do this

July financial statement

We again put two month's worth of payments into the reserve fund. This goes towards catching us up, so that we are now only one month behind on payments into the reserve. Previous minutes provide details on the months when we were unable to make payments into the reserve fund.

Mike informed us that Washington law now mandates that we must have an update to the reserve study done every year, at a cost of around \$800, and a complete reserve study done every three years, at a cost of \$2250.

There are no unusual items in the finances.

Verizon Fios

Fergus has been in discussions with Verizon, and they have produced a contract for the Fios installation to go ahead. Fergus and Carolyn signed the contract at the meeting, and Fergus has returned the signed document to Verizon. The next step will be for Verizon to contact the board with a plan for how they will make the installation.

Landscaping

Mike provided some information on the water saving devices that are rebate-qualified in surrounding cities, but not in Redmond. These include an ET weather station, all new sprinkler heads, an MP3 rotator and check valve irrigation head.

There was a discussion about damage to sprinkler heads by the landscapers' lawnmowers. Mike confirmed that if the landscaper damages the sprinkler heads, they must pay for the replacement.

Mike is concerned that the quality of the landscaping work has been deteriorating, and he will write to the landscaper to request improvement. Fergus is reluctant to rush to change landscapers, given the experience that the larger HOA had when they changed landscapers.

Annual maintenance

We will go with Interlake for window washing. Mike will schedule and inform Carolyn of the selected date, so that she can advise all residents.

Action on Mike to do this

We will go with Coopers maintenance for the power washing of front entryways. Mike will get a quote from them for washing the decks as well, and if reasonable, we'll go ahead.

Action on Mike to do this

Howard Hillinger advised us that he may find it more difficult to make future meetings because he expects to travel a lot for work. We will monitor how things work out, and be prepared to look for a new secretary if necessary.

The meeting closed at around 9:00pm. The next board meeting will be held on September 15th at 7pm, at Carolyn's home.