

Parkside at Woodbridge HOA

Minutes of the May 2009 HOA Board Meeting

June 1st 2009, at Carolyn's home

Minutes taken by Fergus Stewart

Present

- Mike Gordon – Kappes Miller Management mgordon@kappesmiller.com
- Fergus Stewart – HOA President
- Carolyn Kitchens – HOA Treasurer

Mike opened the meeting at 7pm.

Follow-up from previous meeting's minutes

Photocopying charges: Each month we pay Kappes Miller for 50 copies at 17 cents a copy, even if no copies are made. If one copy is made, we pay for 51 copies. So we pay a charge of \$8.50, which is really an additional management fee. Mike is investigating the number of copies that were made for us, including 208 copies in Kappes Miller's Bellevue office in February. Apparently it's normal for the HOA to be billed for the copying to produce a resale certificate for prospective purchasers when a unit is sold, but Mike has negotiated a special exception for us on that one, so that we do not have to pay for it.

Alarm phone lines: Mike will switch all the lines to local-only service, which should halve the bills. We will re-examine the Innovative proposal for radios once the phone lines are local-only and we see how the bills are.

Bank charges: Kappes Miller is currently looking for lower cost banking alternatives for all their HOAs. Mike will keep us informed on this.

April financial statement

We paid into the reserve, so we remain up to date in funding the reserve for this year.

We paid two month's landscaping contract, which was expected because Brickman did not bill us until well after they took over the work from Brandywine.

We paid two months of pest control, again because of billing timing.

The water bills are hard to explain. Mike and Fergus will both investigate these, to understand why the numbers appear to be odd. Mike will continue to follow up with the city, to make sure that we are not billed for irrigation water that was used because of a leaking meter.

Action on Fergus and Mike to investigate water bills.

Pressure washing building entrances

This will happen on June 17th. Residents will need to remove stuff from the entrances on that day. We'll post notices on the mailboxes, and we'll post on the Google group. Notices will not be mailed to each unit.

Landscaping contract

The status on the outstanding items from the walkthrough is as follows, including updates since last month's meeting:

Item	Status	Next Steps	Cost
Large fir trees	<p>There are 10 trees that are very large and growing quickly. They are close to buildings, and so are starting to cause problems.</p> <p>We have four options:</p> <ol style="list-style-type: none"> 1. Cut them down and cover the stumps. \$800. 2. Cut them down, remove the root ball, then add soil. \$1,250. 3. All of (2) and add a replacement tree, at additional cost. 4. Do nothing. Deal with the problem in a future year. 	<p>We have a list of the tree locations. We'll review each tree individually, and talk with the unitowners next to each one, to hear what they want to do.</p>	See left column.
Waterlogging at 18878 NE 67th Way	No problem with drainage	Adjust sprinklers	None, maybe a saving, from using less water!
Waterlogging at 18932 NE 67th Way	<p>Problem with drainage</p> <p>Remove turf under gate.</p> <p>Add sand and soil to help drain</p>	We authorized Brickman to go ahead with this	\$300
Waterlogging at 6503 188th PI NE	<p>Problem with drainage</p> <p>Remove turf under gate.</p> <p>Improve grade to help water flow towards drain</p>	We authorized Brickman to go ahead with this	\$350
Waterlogging at 6507 188th PI NE	<p>Problem with drainage</p> <p>Remove turf under gate.</p> <p>Add some sand to soil.</p>	We authorized Brickman to go ahead with this	\$300
Optional	Aerate above 3 areas	We authorized Brickman to go ahead with this	\$100

Optional	Top dress above 3 areas with sand	We authorized Brickman to go ahead with this	\$450
Plants growing against buildings	Being cleared by regular maintenance	Continue to monitor	
Electric cables	Landscaper, Verizon and Comcast have all denied ownership	Coil them up with cable ties	

Painting shingles on 18874 NE 67th Way

We had the following quotes:

- Condo Construction Services (a division of Kappes Miller) \$1900 + tax
- Townhouse Painting \$2300 + tax
- Local handyman \$1800 + tax

Painting shutters on 18878 NE 67th Way

We have been quoted \$200 + materials for Condo Construction Services to do this work.

The board decided to use Condo Construction services for the work. Mike will get us a schedule for it to be done.

Action on Mike to get the painting scheduled.

Window washing

This is scheduled for July 1st. We'll produce a notice and inform unitowners in mid-June.

Sprinkler efficiency audit

The process for the water use audit has started. We expect Mike and Brickman, and the board to be involved this month..

Verizon Fios

Verizon will be onsite to produce a plan for the installation..

The next meeting will be on July 13th, at Carolyn's home.