

Parkside at Woodbridge HOA

Minutes of the August 2010 HOA Board Meeting

August 9th 2010, 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 6pm.

Follow-up from previous meeting's minutes

The lawn replacement at 18932 NE 67th Way #101 and 6507 188th Place #109 has been completed. Fergus paid \$530 for this out of pocket, so he'll submit a request for payment to Kappes Miller.

June financial statement

We transferred two months of contributions into the reserve, so we are now up to date on funding the reserve, and we have caught up the two months that we did not fund the reserve at the end of last year. However, we have not yet started to pay back the reserve for the \$7,920 that we borrowed from it to pay the master HOA dues in January. That will now be the reserve funding priority.

We paid for two months of pest control, May and June.

We had \$83 in Kappes Miller copying charges, which Mike is investigating. We expect to get a refund for that.

We had delinquent dues of \$215.52.

Landscaping

We have spent \$3,162 over budget on "other" landscaping charges, work that is outside our landscaping contract. We'll need to put more funds into next year's budget if this continues.

Our landscaping contract covers tree trimming up to 12 feet. The trees are now growing taller as the community matures. We spent \$190 to trim one tree, we can't repeat that. So Mike will get us quotes for a "tall tree" maintenance contract.

Fence painting

This was completed for \$2,360.90, which will be paid from the reserve. Fergus and Carolyn signed the reserve check at the meeting.

Window cleaning

This was completed without any problems.

Verizon Fios marketing agreement

Verizon will not sign the contract because we have 24 units, which is below their minimum of 25 units. Fergus will investigate whether we could sign a combined contract together with the Phase 1 townhomes, which has 42 units. We might perhaps be able to do this by using a community name of "Woodbridge Townhomes Phase 1 & 2" in the contract. He will also approach Comcast to see if they are interested in signing a marketing agreement with us.

Garage door at 6503 188th Place NE #101

The garage door has been a problem. In hot weather it closes almost completely, but then reverses up. Fergus will have a look at it, and if it's not an easy fix, he'll call the maintenance company.

Roof moss and gutter cleaning

We do have a moss problem on a number of roofs, and some of the gutters are blocked. As the trees in the neighborhood are growing taller, we can expect more problems than we have had in the past with blocked gutters.

Mike is getting quotes for doing both of these in November, after the trees have shed their leaves.

Position available on the board

Eva has moved to Germany for two years. Her unit is up for rent and for sale but she believes that it will most likely be rented. Eva is willing to remain an active member of the board through the end of her term in February 2011, however the board recognizes that her ability to contribute will inevitably be less than if she were here.

If you're reading this and would be interested in taking over Eva's position on the board, please contact Fergus at fergus@pobox.com.

The next board meeting will be on Sept 20th at 6pm, at Carolyn's home, 18874 NE 67th Way, Unit 103.