

## **Parkside at Woodbridge HOA**

### **Minutes of the October 2011 HOA Meeting**

**October 17<sup>th</sup> 2011, at Carolyn's home**

**Minutes taken by Fergus Stewart**

#### **Present**

- Mike Gordon – Kappes Miller Management [mgordon@kappesmillier.com](mailto:mgordon@kappesmillier.com)
- Fergus Stewart – HOA President
- Carolyn Kitchens – HOA Treasurer
- Martin Neupauer - Resident

Mike opened the meeting at 6pm.

#### **September financial statement**

We paid July's pest control in this month, as a delayed payment.

We paid the annual fire extinguisher maintenance of \$220.10.

We paid \$150 more than usual for domestic water.

Mike will look at the bills, to see if the difference all comes from one meter

Fergus will look at the meters, to see if we have a leak.

The Metro-Redmond bill is also high, because it is linked to domestic water.

We had a \$60 office expense for copying. Mike will investigate that.

We did not have enough free cash to fund the reserve, so we are one month behind on reserve contributions.

We had \$597.74 in receivables.

#### **Landscaping contract**

There is a leaning tree outside 18878 NE 67th Way. It's owned by the master HOA. We have asked the master HOA to take care of it.

The overwatering in the evenings has stopped.

#### **Martin's lawn**

Martin has met with ProGrass. His yard has the wrong type of sod, with too much clay, which causes water retention. And the trees are overgrown, so there is too much shade.

Both of these have causes the grass to die off.

ProGrass will replace the sod in the spring.

They will remove the two trees that overhang the yard, which will avoid problems with shade. This will be done right away. Cost will be \$300.

Mike will also ask that the sprinklers are turned down, to reduce waterlogging.

We will keep this on the agenda until it's done.

## **2012 Budget Planning**

We'll do some touch up painting next summer, so we need to plan to pay for that.

Mike presented a draft budget that reflects increases as follows:

- Electricity +3%
- Water +5%
- Sewer +2%

Storm water and Metro will not increase.

We do not see a need to spend \$250 on legal fees.

We will have to have a big reserve study @ \$2,000.

Landscaping will be down from this year because ProGrass is cheaper than Rich Landscaping was.

Repair and maintenance will increase because the buildings are ageing.

Fergus will review the draft budget and rework it, trying to get everyone below \$400 per month.

We asked Mike to confirm Kappes Miller's expected costs. This should be tied to the Consumer Price Index for Seattle, which is 1.7% in 2011 and is expected to be 1.8% for 2012. We will anyway use the current rate for first two months of 2012, because Kappes Miller changes their rates in March.

## **Next Meeting**

The next board meeting will be on November 21<sup>st</sup>, at 6pm, at Carolyn's home, 18874 NE 67<sup>th</sup> Way, Unit 103.