

PARKMOR HEIGHTS HOMEOWNER'S ASSOCIATION
GENERAL HOMEOWNERS' MEETING: November 18, 2021

Attendees: Gina Hewitt (President), Jon Sales (Vice-President), Bill Brandt (Treasurer), Judy Robison (Secretary), Alice Scroggins and Stephen England. Kristy Vunesky joined virtually. Absent: Bruce Robison.

This meeting of the general membership was presided over and called to order by President Gina Hewitt. Roll call of the Board of Directors showed six present on premise with one joining by FaceTime. A quorum of the Board was met. A quorum of the General Association was also met by the following households: Robison (905 Crater Circle), Brandt (602 Cascades), Sales (1006 Glacier Court), Scroggins (906 Yellowstone), Hewitt (902 Yellowstone), Fleming (907 Yellowstone); Wilson (700 Zion Way), Larson (704 Zion Way), Rohach (1006 W Yellowstone), Mann (704 N Cascades), England (905 Denali), Angelo (903 Yellowstone), Stearns (1003 Yellowstone); with additional 23 proxies submitted.

Gina began the meeting with appreciation to Aldersgate United Methodist Church allowing us to use their facility for this meeting and future meetings as our former location at the bank now charged a rental fee.

Secretary's Report: Judy advised the minutes needing approval were from our last General Association meeting on 11/12/2020 and were posted on the HOA website. She read the minutes aloud and asked for any additional comments or corrections. None were made, so Jon made a motion to accept the minutes as submitted and Alice seconded the motion. All voted in favor.

Treasurer's Report: Bill Brandt and Assistant Treasurer Alice Scroggins shared handouts illustrating the current status of the bank accounts and the analysis of the 2021 budget. The checking account as of 10/31/21 has an ending balance of \$7062.55 with the money market at \$14,601.23. We do have some outstanding invoices yet to come in – lawncare for October, real estate taxes, and plumbing winterization. Bill reminded all that we had the unexpected cost of the submersible pump in the well that has really seemed to help with the pond; plus the replacement pool furniture. Fortunately, these expenses were managed without delving into the Long Range Reserves. Bill emphasized that it is critical for the health of our future financials to continue with an annual transfer of \$2000 to the Long Range Reserves. Gina made a motion to accept the Treasurer's report and Jon seconded the motion. All voted in favor.

Committee Reports:

Pool Committee: Bill Brandt spoke on behalf of the pool committee since Rachel Watkins has since moved from the neighborhood. He stated that we had a pretty calm year and had many positive comments on the upgraded pool furniture. Several homeowners voluntarily committed finances to purchase additional loungers. Bill recommends that the Board consider purchasing enough to replace all of the older plastic loungers while Costco still carries the product. There were some concerns voiced about the cleaning and maintenance by the pool contractor as well as the cleanliness of the bathrooms. It was recommended that Buster Crabbe (or whatever vendor handles the pool maintenance) also use the "Closed for Maintenance" sign that is stored in the maintenance room. The Board could also post this type of notifications on the HOA Facebook page. Another suggestion was for a checklist and follow-

up to be established with whoever has the janitorial responsibility next year as the bathrooms did not get the attention they should have. Bill concluded that the irrigation in the common area around the pool, pond and walking trail had been winterized. Jon added that the pool house would be winterized the coming week by Action Plumbing.

Grounds Committee: Stephen England stated that he, Bruce Robison and Adam Brown had been working hard on the pond area and many voiced that it looked the best it has ever looked. He stated it was obvious that the pump installation has made a huge difference on stabilizing the water levels. Stephen stated that the benches around the pond were needing to be rebuilt so he has done that and will re-stain, re-seal them as well as the signs posted on the walking trail. Stephen did recommend adding another bench under the willow tree. He stated that many of the trees along the walking trail also need to be trimmed up for visual appeal. Terry Larson stated they had a 10' and 16' trailer they could loan to haul the debris. Stephen also stated that we will be entering year 2 of a 3 year contract with Complete LawnCare and he will be meeting with him concerning some areas that were being neglected (such as edging near drains, etc.). It was voiced that if gas prices continue to rise, that a cost adjustment may be necessary on the lawncare contract.

Architectural Control Committee: Kristy Vunesky (Chairperson and Liaison) advised that the ACC had only received one petition in the past month for landscaping changes.

Social/Welcoming Committee: Judy advised that she recently welcomed new homeowners, Jerry and LuAnn Rowlett and Jerry's mom, Eula, at 714 Parkmor Heights Avenue. Judy also stated we had the new homeowner of 704 Cascades Drive present, Christina Mann. Christina introduced herself and stated that her household consists of herself, her husband John, and their son, Marcus. Everyone welcomed her to the Association.

New Business:

Gina stated that Bruce Robison has for several years tried to control the algae and plant growth in the pond with the HOA purchasing the chemicals. He has requested the HOA consider hiring a professional pond maintenance company to perform this task. We sought bids on this and the cost would run around \$4300 annually for them to chemically control pond algae, aquatic weed control and shoreline weed control. This would not include any physical/manual removal of dead debris.

Stephen England has experience in property management and offered to submit a proposal to the Board on performing a complete service pond maintenance with the HOA paying for the chemicals (as they currently do) and providing him with a stipend of \$100 a month to be paid bi-annually. A question was asked about insurance and liability, to which Stephen stated his proposal would include a disclaimer that the HOA would not be held liable for any injuries he may incur. Another question was asked if this was a conflict of interest since he was a Board member. The response to this is that anyone in the HOA could submit a proposal and that Stephen would be excused from the Board meeting when his proposal was voted on.

Since there were some changes to be made on the proposal originally submitted to the Board, it was determined that Stephen should resubmit his proposal and the new board would vote on it at their first official meeting.

Voting: Gina explained that we have more than one issue on the ballot. As pointed out in the financial handouts, our expected annual income is \$25,530 (\$345 dues x 74 homeowners). The YTD expense

through October 2021 is currently at \$23,477. We still have November and December utilities plus a few outstanding bills without considering the important funding of the Long Term Range Reserves. So, to keep our finances healthy, the Board is requesting the HOA consider a dues increase for 2022. The maximum increase allowed by the RCCs is 15%. Therefore, the ballot will ask you to approve or disapprove an increase from \$345 a year to \$395 per year. Additionally, a special amendment will also be on the ballot asking you to consider allowing for a delayed payment in 2022 through March 31, 2022 with no penalty fee assessed unless the dues are paid on or after April 1, 2022. Gina explained that we had several homeowners express concern over the financial pinch of end of year taxes, Christmas, etc. For this to be a permanent change, we would need to vote on changing the RCCs. Since there is a fee involved in filing updated RCCs, the Board thought it best to take time in 2022 to review the complete RCCs for any other areas needing updated or changed. Gina reminded the group that any changes in the RCCs must be voted on by the Association.

The other ballot issue was the annual election of Board of Directors. Judy explained that in 2019 we voted to increase the board from 7 members to 9 members. Unfortunately, we were only able to get 8 members to serve. So with tonight's election, we should have a 9 member board with three members going off each year, and three members coming on for a three-year term each year. Gina took a moment to advise that departing Directors were Bill Brandt and Bruce Robison. She also stated that Stephen England had been finishing out Rick Hermann's term. Appreciation was expressed for the hard work of each of these men. Gina next asked each candidate to stand and introduce themselves and share why they wanted to serve on the Board of Directors. Candidates are: Stephen England, John Fleming, Sharon Zeilmann, Bruce Robison, Michael Angelo, and Kevin Stearns. Voting commenced. There was a tie vote for one position, and Bruce Robison voluntarily withdrew from consideration. The new Directors are: Stephen England, John Fleming, Michael Angelo, and Kevin Stearns.

The new Board will meet at Aldersgate United Methodist Church on Tuesday, December 28, 2021. This meeting will be to elect officers for 2022, identify which new director will be serving only one year while the other three will serve three years; and also to set the calendar for board meetings in 2022.

Alice made a motion to adjourn the meeting with Stephen England seconding. All voted in favor.

Minutes taken and transcribed by Judy A. Robison.