

PARKMOR HEIGHTS HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING: 03/21/2019

Attendees: Vince Barnes (President), Rosemary Ravenscroft (Vice-President), Bill Brandt (Treasurer), Judy Robison (Secretary), Barbara Fleming, Beverly Linn, and Bill Kunkel.

Homeowner Attendees: Rick Hermann, Loretta Hermann, John Fleming, and Fred Ravenscroft

This meeting of the Board of Directors was presided over and called to order by Vince Barnes, president. Roll call established the above present and a quorum was confirmed.

**Secretary's Report:** Vince welcomed everyone and asked for the Secretary's report to begin the meeting. Judy advised that minutes from our 12.17.18 Board meeting were emailed to each Board member on 12/21/18. There were no additional concerns or corrections. Rosemary made a motion to accept the minutes as written, and Bill B. seconded it. All voted in favor.

**Treasurer's Report:** Treasurer Bill Brandt expressed appreciation for all who helped with the finance responsibility in Bill's absence during the months of January and February – particularly Jim Stober. Bill also advised that the tax returns for the Association had been filed. Before presenting the budget situation and bank balances, Bill shared a cash flow analysis going back to 2015 and projecting through the end of this year. His analysis showed that in the last two years, we have sustained losses of \$11,326 while seeing our cash funds decreased by \$9,169. As recently as 1/1/17, the money market account had a balance of \$18,800 and is now down to \$13,671 as of 12/31/18. Bill reiterated that the current assessment collected cannot sustain the expenditures. For the past three years, the Association has failed to work within a balanced budget, resulting in a significant reduction in our cash funds deposited. Bill strongly suggests that an increase be proposed annually for the next three years.

As of 02/28/19, Bill stated that 69 of the 74 homeowners had paid their 2019 Assessments. His reporting showed that two of those who paid were collectively \$38 short. Rosemary turned in the assessment collected for the new homeowners at 904 Denali. Bill stated that the checking accounts ending balance on 2/28/19 was \$19,591.31. The Money Market (aka Long Range Reserves) has a balance of \$12,557.77. Bill noted that we do not have an approved 2019 Budget yet.

Vince acknowledged that the budget needs to be finalized. He said we would address this in the Old Business section of the meeting.

#### Committee Reports

- **Neighborhood Watch** – No report.
- **Architectural** – As chairperson, John Fleming stated they had already received five modification petitions (a patio extension, three roofs and a deck). All had been approved. John also stated that this year's ACC consisted of: himself, Tara Kut, Bill Kunkel and Raymonda Barnes.
- **Pool Committee** – Beverly Linn stated that the planned opening is 5/24/19 with a closure to be scheduled for 09/02/19. The committee recommendation was to award the pool maintenance contract to Buster Crabbe. Vince asked if bids were sought. Barbara advised that previous board recommendation was to only seek bids every other year, or more often if there was a

concern. She stated that Buster Crabbe did an excellent job last year and our chemical use actually went down from previous year. Barbara felt that Buster Crabbe overall does a better job than any we have used recently. It was noted that the contract that Buster Crabbe has customers sign seemed vague and not specific on cost for 2019. All agreed that it was difficult to establish a budget based on non-specific costs. Barbara stated that she could contact Ray's Pools to see if they would want to bid on the maintenance. Bill B. stated that we need to have a budget to move forward. Rosemary made a motion to accept the proposed cost of \$9720 for the Pool with the understanding that the costs may be adjusted as line figures come in. Barbara seconded the motion. All voted in favor with one abstain.

- **Grounds Committee** – Barbara, as chairperson, first acknowledged the committee members: herself, Bill Brandt, Jim Stober, Rick Hermann, and Bruce Robison. Barbara stated that the committee recommends keeping the mowing and trimming contract with City Cuts as well as having them do mulching and three fertilizing/weed treatments. The irrigation contract was recommended to stay with Shear Grasslands. Barbara stated that the projected budget needed for the grounds was \$10,650. It is recommended for clarification that a line item be added to the budget journal titled "landscaping". Beverly Linn made a motion to set the Ground Committee budget to \$10,650 and Bill Kunkel seconded that motion. All voted in favor with one abstain.
- **Social Committee** – Judy, as the only Social Committee person present, advised that the Social Committee had yet to meet this year. The Chairperson is Richard James and she wasn't sure if there were other committee members other than herself. She did state that we are current on welcoming new homeowners. As far as budget needs, Judy stated that with the finance picture being what it is, she didn't see a need for the \$300 normally budgeted for the Social Committee. Most events included donations and there was rarely cost incurred anyway. Fred also reminded the board that the Social Committee through donations had a "slush fund" and that may suffice them through this lean year. Judy made a motion that the budget be zeroed out for the Social Committee. Vince stated that he needed to talk to Richard James first to see if any events were already being planned.

## OLD BUSINESS

- **2019 Budget** – Vince stated that with the approval of the Pool budget request and the Grounds budget request, that we are looking at a budget of \$25,770. The current assessment for 74 homes at \$300 only produces \$22,200 in income. It is obvious that another dues increase is needed. Vince suggested that we present this to the homeowners at the May General Association meeting with proposed voting at the November General Association meeting.

## NEW BUSINESS

- Beverly stated that she had an inquiry on whether we could have water aerobics at the pool during the adult swim time – providing that there wasn't someone there doing laps or something. Consensus was this could be looked into to see how much interest it generated.
- Suggestion was made again to expand the board from seven directors to nine directors. This would have three people leaving every year and all new directors serving a three year term.
- Concerns had been voiced on some RCC violations – specifically parking on the street overnight, parking boats in driveways, and leaving trash cans at the curb for days after collection. Vince

stated that he was aware of some isolated incidents and that he would personally visit with the violators and encourage their compliance.

- John Fleming inquired if a notice had gone out to all neighbors advising of this Board meeting. Judy stated that she only sent a notice to the Board members. The meeting dates had been shared with the homeowners through the Board meeting minutes that Barbara took in December. Judy also stated that though the ByLaws only require such notice on the General Association meetings, she agreed that she could send this out a week in advance.

Rosemary made a motion to adjourn the meeting and Bill K. seconded it. All voted in favor.

Minutes taken and transcribed by Judy A. Robison