

2012 Accomplishments – Parkwood Village Homeowners Association

Administrative & Governance:

- Reviewed and updated the Reserve Study in detail with a Reserve Advisers representative and Travis Warwick, Treasurer. All recommendations by Coal Morton were incorporated into the updated report.
- Maintain expenses within the 2011 Budget. Net Operating Income over Expenses was \$2,396
- **Continue to control expenses and build a stronger Reserve Fund. Projected 2012 Year End Reserve Fund Balance is \$67,715**
- Solicited bids and renegotiated the pest control contract with the same coverage at a significant savings
- Pursued active collections from Homeowners to maintain Accounts Receivable
- Footnoted financial statements were prepared by Management and reviewed by the Board by the second Monday of every month

Common Areas:

- Performed drainage engineering study of area in back of 6640-6652 (D'Onofrio Kottke). Based on survey, storm drain will not be installed until the asphalt is replaced in 8 to 9 years.
- Completed asphalt re-grading at the back of 34 & 36 Grand Canyon to route water away from the garages
- Performed minor rejuvenation pruning of deciduous shrubs (mostly burning bushes) in March
- Replaced concrete on two front porches and sidewalk sections at fourteen locations
- Completed major tree pruning on all mature trees on the south half of PVHA. Tree trimming on the north half will be performed in 2013
- Ten yards of mulch was applied to common area beds by Coal Morton and several Homeowner volunteers (Thank You)
- Two dumpsters were available for resident spring cleanup in May

Clubhouse & Pool:

- Install French drain at the northwest corner of the Clubhouse
- Insulated north wall in maintenance area
- Purchased new chaise lounges, chairs, tables and umbrellas for the pool deck

Buildings:

- Replaced shingles on eight homes including replacement of 38 sheets of bad plywood plus block & vent for soffits
- Double D safety anchors were installed on all roofs in compliance with OSHA regulations to provide protection for workers
- Gutters were cleaned as needed from May through September with a complete cleaning in October
- Repaired rotted wood and installed kick-out flashings at eight homes
- Inspect, block, and cut open the soffit area at two homes.
- Completed major repairs to fourteen fences
- Removed dead, dying or overgrown trees and shrubs at ten locations. Replacement trees and shrubs were installed that will not outgrow their location
- 413 maintenance requests were completed over the past year. In November 2011 there were 38 pending requests. The list of completed and pending requests by category is listed below.

Number of pending and completed work orders from 11/1/11 through 11/5/12

Maintenance Category	Completed	Pending
Salting/De-icing	9	
Light Fixture Repair	62	5
Landscape Maintenance	54	2
Shrub Care/Replacement	41	1
Tree Care/Replacement	20	2
Building Maintenance	56	5
Pest Control	22	1
Caulk & Concrete Repair	5	
Fence Repairs	27	3
Gutter Repairs	26	4
Gutter Cleaning	14	2
Ice Dam Related	2	
Roofing Repair	7	1
Bldg Repair Water Related	3	2
Repair Invoice Owner	9	1
Clubhouse Maintenance	9	1
Playground Maintenance	2	
Pool Care/Maintenance	24	
Reserve-Building	5	1
Reserve-Fencing	7	
Reserve-Asphalt/Parking	1	
Reserve-Pool-Mech Equip	1	
Reserve-Concrete	5	2
Reserve-Drainage	2	
Totals	413	33