



PARKWOOD VILLAGE HOMEOWNERS ASSOCIATION

A Great Place to Live • Established 1981

September 10, 2012 Board Meeting Minutes

Officers

President

Dana Warren
833-5703

Vice President

Gail Brittan
827-5776

Secretary

Marlene Reineking
833-7061

Treasurer

Travis Warwick
843-3242

Directors

Marilyn Virtue
829-2985

Jim Stahl

833-4415

Robert Webb

833-7307

Management Services:

Coal Morton, Inc.
Phone: 249-2736
Fax: 234-5952
Mary@coalmorton.com
Lou@coalmorton.com

(MMSC:

motion was made,
seconded, and carried)

CALL TO ORDER

President called the meeting to order at 7:04 pm.

ROLL CALL

Board Members Present: Dana Warren, Gail Brittan, Marlene Reineking, Travis Warwick, Jim Stahl, Robert Webb, and Marilyn Virtue.

Board Members Absent: None

Homeowners Present: Judy Carlson, 102 GCD; Jim Jackson, 20 GCD; Gerry Book, 104 GCD; Sue Goldstein, 6614 OSD; Linda Borchardt (T), 18 GCD; Sue Cesnik, 124 GCD; John Lowrey, 222 GCD; Kathryn Moore, 4 GCD; & Hank Southgate, 6634 OSD.

Management Present: Lou Glauner & Mary Glauner, Coal Morton Inc.

COMMUNICATIONS FROM HOMEOWNERS

1. Homeowner - 4 GCD is very concerned about the speed in the complex, especially around kids, and has talked to a homeowner who was speeding. Management will send out a reminder to Homeowners that the speed limit is 5 MPH. New speed signs at the entrances were suggested, as were temporary signs and speed bumps. The city police will be contacted about the speed on Grand Canyon Drive. MMSD by Webb and Brittan to investigate all options and present them at the November PVHA Annual Meeting for discussion.

2. Homeowner - 6634 OSD explained that he had a city building inspector come to his unit to inspect the basement project so the city could close out the building permit applied for by the former owner. The inspector would not close out the permit as a wall had been added in the basement and no egress window was installed for emergency escape (international law). The city had approved the original permit with no mention of an emergency escape. The Homeowner has until November 1st to install an egress window or apply for a variance. Management will speak to a city inspector about approving another option such as removing the wall or installing a sprinkling system. MMSD by Brittan and Webb to authorize PVHA to apply for a variance for the entire complex, after management contacts the city, which would not require egress windows if a building permit is issued in the future for finishing a basement.

READING and APPROVAL of August 13, 2012 Minutes: MMSD by Brittan & Stahl to approve minutes as submitted.

FINANCIAL REPORT

Treasurer Warwick reported finances as of August 31, 2012:

Checking	\$ 46,673.02
Reserve Fund/Fortune 500	\$ 56,396.32
Total Assets	\$103,069.34

MMSD by Reineking & Stahl to accept financial report as submitted.

COMMITTEE REPORTS

Owner Relations Committee – No Report

Pool Committee – The pool is closed. The pool committee will meet over the winter on how to address problems and create procedures in writing to create consistency for penalizing those who do not abide by the rules. MMSD by Brittan and Warwick to have committee present a draft of penalties and enforcement ideas. Linda Borchardt will chair.

Property Committee – No report

Neighbor-to-Nighbor Committee – Ice Cream social successful. Next event will be a Halloween party.

NEW Pet Committee - Will meet soon - Chair Gail Brittan

MMSC by Virtue and Webb to refer the MMSC certification of pet weight at the June meeting, which was tabled at the July meeting, to the new pet committee.

MANAGEMENT COMPANY REPORT

Activity for the month of July:

1. **Conducted Property Tour** - Walked entire property to identify damaged turf, dying plants from the drought, and sections of walk for repair and concrete raising.
2. **Turf Damage** – Property Services will slit seed damaged areas around September 15.
3. **Concrete Raising** - Will be completed at five locations this week.
4. **Maintenance Projects** – Major fence replacement was completed at 6622 ODS. Coal Morton's High Velocity Low Pressure (HVLV) paint sprayer was used, which shaved off several hours of labor. Plans are to complete work on two more fences this year. Gutter cleaning is scheduled for this fall.
5. **Tree Damage** - PVHA's trees continue to show signs of their age and more broken branches are found after each windstorm.
6. **Swimming Pool** – Season went well and pool will be covered soon. A large portion of the north end of the concrete pool deck will be replaced mid-fall.

For the Near Future

- a. **Shrub Replacement** – Considering the severe drought only seven shrubs will have to be replaced.
- b. **Shrub Shearing** –Two buildings left.
- c. **Kick-out Flashings** – Plan to install 10 to 20 based on current remaining budget.
- d. **Drainage Project** – Early October.

OLD BUSINESS

1. The discussion continues on PVHA Record Retention options.
2. PVHA Emergency Plan. Committee will meet this month.

NEW BUSINESS

1. **Drainage Project** –Initial plan by D'onofrio Kotke was reviewed. It was determined that, due to the lack of grade in the asphalt, improving the drainage would require complete removal and re-grading of the asphalt including all driveways. The most cost-effective time to install the drain is when the asphalt is scheduled for replacement in 9-10 years. Management was instructed to obtain prices for installing a drain near the sidewalk to the west of the community room.
2. **Concrete Replacement** - Solicited bids for replacement at 14 locations. MMSC by Warwick and Webb to accept the bid by Finks Concrete at a cost of \$9235.00.
3. **2012 Annual Meeting Planning** - The annual meeting will be Thursday, November 8, 2012, at Schwoeglers Park Towne Lanes on Grand Canyon Drive. Information for nominations will be sent out soon.
4. **2013 Annual Budget Planning** - Management presented a preliminary proposal of budget.
5. **Lawn service /snowplowing contract** – MMSC by Brittan & Stahl to retain the same firm and accept the bid by Property Services for 2013.

MMSC by Webb & Stahl to adjourn the meeting at 9:00 pm.

The next board meeting will be Monday October 8, 2012, in the community room at 7:00pm. Please send agenda items to Marlene Reineking, mar134wi@aol.com, no later than Thursday, October 4, 2012.

Please continue to place large items at the curb on the bricked area up by the fence. NO bagged leaves on the curb- take to pool shed. Large item pickup dates are FRIDAYS October the 12th & 26th. Do not place any items out there until the night before these dates.

Minutes prepared and submitted by Marlene Reineking, Secretary. The Parkwood Village Association website is: www.parkwoodvillage.org