

**Park West Community Association
Board of Directors Meeting
Tuesday, December 14, 2004
Robinson Secondary School – Room 504**

The meeting was called to order at 7:08 pm.

In attendance were:

Rich Juchnewicz – President
Kristen Cigler – Vice President
Chris Cosgriff
Steve Lubore
Don McBride

Absent:

Brigette Peterson – Secretary
George Burgee – Treasurer
Kathleen Marvaso

Also in attendance:

Howell Thomas, Koger Management Group
1 Homeowner

Election of Officers:

Board decided to postpone the election of officers until the January 2005 meeting when more Directors would be present.

Approval of Minutes:

Steve made a motion to approve the October 2004 minutes as posted on the website; seconded by Don; motion carried unanimously.

President's Report:

Rich presented idea of using parking stickers for residents and guests. Benefits:

- 1) identify who's living in the houses
- 2) cut down on who's parking in the community (non-residents or guests)
- 3) residents would have to get passes for guests when they are having a party

Board discussed concerns including:

- 1) how many passes would be issued
- 2) how would occasional visitors be handled
- 3) could there be 2 colors – one for residents and one for guests

Rich and Don will do more research on parking passes and present information at January 2005 meeting.

Treasurer's Report:

Several issues from that management packet were discussed including:

- 1) Page 7/14 - \$1,750 charge coded to office expense. Should be moved to landscaping. This was for work on the retaining wall behind Malone Court.
- 2) Page 6 - -\$600.00 accrued expense. This should be moved to assets
- 3) We are now charging interest on past-due amounts
- 4) Why do some quarterly statements say mail to Phoenix, AZ? Need to provide copy to Howell to investigate.
- 5) Page 8 - \$882.00 pool expense. Should be moved to last fiscal year.

Environmental Committee:

Fall tree trimming is complete. Trash is a continuing problem.

Don requested that Howell confirm that a letter was sent to homeowner on Treasure Court regarding removal of tree.

Pool Committee:

Nothing to report.

Architectural Control Committee:

Don requested update on home on Treasure Court that has door and satellite dish that are out of compliance.

Don will check all houses for screen door compliance and report back to Board for discussion of possible action.

Homeowner requested decision on appeal for replacement shutters. Submitted request in May. Received denial in late October. Filed appeal. Rich will check with George on final decision.

Steve noted that in the covenants, if requestors do not receive a response in 60 days, then it is considered passively approved.

Communications Committee:

Park West Pages will be mailed out with statements.

Howell will check on Holiday Home Decorating Contest and Crime Prevention flyers.

Streets and Sidewalk Committee:

Three proposals were submitted for paving/filling/speedbump work. Board requested that Howell get new proposals for speedbumps only (3 repairs and 1 new installation).

There is still a problem with the streetlights on Treasure Court. Howell sent a fax to Kelly Electric.

Website Committee:

Newsletter and Decorating Contest information are on the website. Welcome package has been updated with new Board information. Broadcast email blasts are not working.

Management Report:

Howell presented two Draft audited financial statements from Ahlberg for 2002 and 2003. Board requested explanation from Koger of problems noted in audit before proceeding.

Howell presented proposal from Professional Grounds for landscaping service. Rich made a motion to accept the proposal; seconded by Steve; motion carried unanimously.

Howell presented proposal from Advanced Towing for snow removal service. Rich made a motion to accept the proposal as amended (no salt application, rate of \$95.00 per hour, snow removal of 4" or greater, bobcat by request only); seconded by Kristen; motion carried unanimously.

Unfinished Business:

None.

New Business:

Steve requested that Howell include email correspondence in monthly log. Don requested that ACC chair provide monthly log of requests and their status.

Steve made a motion to adjourn at 8:31pm; seconded by Don; motion carried unanimously.