

## Heritage Park HOA Annual Meeting 2019 - Minutes

February 19, 2019

### Establish Quorum & Call Meeting to Order

David Moe called the meeting to order at 7:00 PM. David reviewed the new format for the meeting agenda, which consists of two meetings, the first to conduct general business and the second to ratify the 2019 proposed budget.

A quorum was established, since the Board received 31 proxies and fifteen homeowners were present at the meeting.

### Introductions

Board member David Moe and both Lyndsay Tuley and Jill Doerflinger of HOA Community Solutions were introduced. Homeowners in attendance introduced themselves.

### Review & Approve 2018 Annual Meeting Minutes

David reviewed the 2018 Annual Meeting Minutes. A motion to approve the Annual Meeting Minutes was made by Chris Carder and seconded by Bruce Carmichael. All homeowners in attendance were in favor of approving the Minutes.

### Community Updates – Board Review of 2018

David conducted a Board review of 2018 HOA activities. Major activities reviewed included:

- Switched landscaping companies from Green Effects to APAMILA'S LANDCARE, resulting in improved landscaping services.
- Quarterly neighborhood inspections are now being performed by HOA Community Solutions, which then sends out violation notices and maintains a log of the violations and dispositions. This ensures inspections are performed on a regular basis and ensures violations are reported objectively by an impartial third party. The Board also receives reports of violations from homeowners, which are then investigated and reported in the same manner as violations identified during the quarterly inspections.
- The chips in the play area were falling below the required depth. For children's safety, Aardvark Bark Blowing was hired to spread additional chips in the play area.
- The annual Easter Egg Dash was held on the Saturday before Easter.
- A playground inspector was engaged to perform formal inspection of swings in the park. The inspector verbally advised that at a minimum, the entire swing set and support near the park bench needs to be replaced and the swings, chains, and latches on the other swing set need to

be replaced. We are waiting for receipt of the written inspection report and bids to replace the swing equipment.

- Obtained bids from two vendors to replace some or all of the deteriorating asphalt walkways in the park. The two bids were nearly identical, each exceeding \$30,000 for total replacement of the walkways. The strategy for deciding how much of the walkway should be replaced, the method of replacement to be used and the timing of such work is still to be determined.
- A volunteer is needed to be the webmaster for the Heritage Park website - <http://heritageparkhoa.net/>. Without a webmaster, the site is becoming out-of-date. This site is where community policies, minutes and other HOA-related documents reside.
- A volunteer is needed to act as administrator for the Heritage Park HOA Facebook page and to oversee its content.
- For homeowners who have not already done so, it was requested that they provide email address to HOA Community Solutions so that you they receive email blasts about crucial issues and events. It is not cost effective for the HOA to provide a mailing to homeowners for every issue that arises.
- In recent weeks, there have been a rash of robberies in our neighborhoods. Email warnings have been sent out to homeowners. Please notify Tacoma Police to report robberies, break-ins or vehicles that appear to be "casing" the neighborhoods. The more reports the police have, the more they may patrol our area.
- The Board thanked Chris Carder for her many years of service on the HOA Board.
- The Board thanked Brad Chesson for his many years of volunteer work for Heritage Park. He is especially thanked for taking care of the park flag and making sure that it is full-mast or half-mast at the appropriate times.
- The Board thanked HOA Community Solutions for their valuable assistance and advice in moving forward the affairs of the Heritage Park HOA.

#### Voting (By ballot)

Nominees for election to the three-year open position on the Board were introduced. Then paper ballots were distributed to the homeowners. The ballots included both those nominated to fill the open three-year position on the Board and the question of whether to waive the Financial Audit.

Greg Devey was elected to the open Board position. The vote to waive the Financial Audit was unanimously in the affirmative.

#### Open Forum

An open forum for homeowner questions and comments was conducted.

A discussion ensued about why the HOA is paying HOA Management Solutions a fee to perform quarterly inspections when a volunteer group of homeowners could be formed to do inspections at no costs. Others in attendance pointed out that using a professional third party that understands the

Heritage Park HOA policies helps ensure objectivity, timeliness and consistency of inspections, and up-to-date violation reporting.

A homeowner expressed concern that Board policies are attempting to try to force 20-year-old homes to look like they are brand new. It was then pointed out that there are no “Board” policies but only the HOA policies that each homeowner agreed to at the time of home purchase. The function of the Board, consisting of homeowner volunteers, is to manage enforcement of the HOA policies in place.

In response to a question, it was pointed out that the recent oil-based patching of cracks in the streets was paid for by the City of Tacoma, not the Heritage Park HOA.

In response to a question about sidewalk maintenance, it was pointed out that although the City of Tacoma owns the sidewalks adjacent to streets, the homeowner is responsible for the repairing the sidewalk if, for instance, trees on the homeowner’s property have caused the sidewalk to buckle.

Regarding a question about streetlights burning out, the City of Tacoma maintains streetlights along each street, except that the HOA maintains streetlights located in the park area. If a street light has is burned out, contact either HOA Community Solutions for HOA streetlights or City of Tacoma for other streetlights. Previous HOA newsletters have provided directions on how to contact City of Tacoma on-line. These directions will appear in the to be published 2019 Winter/Spring Newsletter.

A homeowner reported a large tree limb has broken from a tree in the park. The Board will investigate and take action.

Donna Miller kindly volunteered to be the active administrator for Our Heritage Park Facebook page.

There was discussion about the possibility of providing a summarized list of HOA polices. Possibly the list could be included on Heritage Park websites and/or in Newsletters. The Board will consider this issue. Potential problems with such a list include incorrect interpretation of a policy, what to include in the list and keeping the list up-to-date.

Some homeowners indicated they will speak with someone they know who has webmaster skills to try to get a volunteer to be the webmaster for the Heritage Park HOA website.

Five homeowners volunteered to work with Chris Carder to make the 2019 Ester Egg Dash a success.

Regarding repairs needed to the asphalt walkways in the park, Bruce Carmichael proposed the solution of leveling out and shaving the asphalt. He will attempt to get a quote for this solution.

Regarding replacing swing set equipment in the park, it was suggested that another solution might be to install a single swing support with four swings attached. The Board will pursue a bid for this solution.

In past Newsletters, the type of paint and color numbers allowed by HOA policies have been included. We need to ensure that the 2019 Winter/Spring Newsletter contains the correct information.

A homeowner requested that a list of HOA Board-recommended contractors for painting, roofing and other tasks be provided. The Board declined to provide this type of recommended list; however, an effort will be made to compile a list of contractors, without regards to recommendations, other homeowners have used and include this list in the next Newsletter and/or provide this list on the Heritage Park Facebook page.

#### Adjournment

David adjourned the General Meeting at 8:15 pm.

#### Call to order

David Moe called the Budget Ratification Meeting to order at 8:15 PM.

#### Review and Ratify the 2019 Budget

David led the review of the proposed 2019 budget.

It was noted that a Reserve Study has not been performed for several years; therefore, \$2,000 has been allocated for the study to be performed in 2019.

A motion to approve the 2019 Budget was made by Chris Carder and seconded by Tom Plucinski. All homeowners in attendance were in favor of approving the 2019 Budget.

#### Adjournment

David adjourned the Budget Ratification Meeting at 8:30 pm.