

## Heritage Park HOA Annual Meeting 2020 – Minutes

January 28, 2020

### Establish Quorum & Call Meeting to Order

Greg Devey called the meeting to order at 7:00 PM.

A quorum was established, since the Board received 23 proxies and 16 homeowners were present at the meeting.

### Introductions

Greg introduced Board members David Moe and Chris Carder plus HOA Community Solutions representative Lyndsay Tuley. Homeowners in attendance introduced themselves.

### Review & Approve 2019 Annual Meeting Minutes

Since the 2019 Annual Meeting Minutes were included in the meeting notice sent by U.S. mail to all homeowners, Greg dispensed with the reading of the minutes and asked for comments. No comments were received. It was moved and seconded to approve the 2019 Annual Meeting Minutes. All homeowners in attendance were in favor of approving the Minutes.

### Community Updates – Board Review of 2019

Greg conducted a Board review of 2019 HOA activities. Major activities reviewed included:

- Repaired and sealed the asphalt paths in the park.
- Replaced 4 swings in the playground.
- Had a successful Easter Egg hunt. More than 3200 eggs were prepared by homeowner volunteers and placed in the park.
- Held a Halloween home decoration contest and awarded prizes for best three homes.
- Conducted a Reserve Study for the Heritage Park HOA.
- Set up a new Facebook site for our HOA homeowners – Heritage Park HOA Private Homeowner Group. There are now 127 individual members in the Facebook site.
- Spread new playground bark.
- Held the annual Garage Sale.
- Held a “Meet the Neighbors” BBQ event.

- Thanks to Tom Taggart and Bruce Carmichael for volunteering to replace the rotting wood border around the playground area.
- Thanks to Bryan Gorder for taking over as webmaster for our Heritage Park HOA Internet site, which contains all of the official documents, minutes and forms for the Heritage Park HOA.

### Community Plans for 2020

Greg presented the following proposed plans for 2020 for the Heritage Park community. Included are homeowner comments voiced during the Annual Meeting.

- We are considering designating two days each Fall where homeowners can pile up leaves in the street gutters and the HOA will pay a service for having the leaves removed. Comments: David Moe will be determining costs for such a service.
- Hold a competition for best Christmas lights and displays during the Christmas season.
- Hold a second annual competition for Halloween best decorations. Comments: Homeowners indicated that the judging should be held just before Halloween to ensure that all of the homeowner decorations have been displayed.
- Hold our annual Garage Sale.
- Hold our annual Easter Egg Hunt.
- Consider suggestions for adding additional playground equipment. Comments: Some homeowners would like to see better playground equipment or more playground equipment. Per the playground inspection held in 2019, if more playground equipment is desired the playground area will have to be expanded. The Board will look into redesigning the playground area, adding some additional equipment, determining a rough cost and presenting a recommended approach to homeowners.
- Consider stringing lights (solar) and/or ribbons in the trees on the street leading into Heritage Park. Comments: There was little interest expressed by those in attendance for proceeding with this item.
- Paint/Repair the gazebo. Comments: This work could possibly be done by a volunteer group. The Board could reach out for volunteers after it is determined exactly what work must be performed.
- Put bark in the park in the non-playground areas. Comments: We have a bid to do this work. The Board will contact the Landscape Maintenance vendor to weed the designated areas before the work is performed.
- Have another "Meet the Neighbors" BBQ event.
- Replace the benches in the park. Comments: Only the wooden seats need replacement. The Board will obtain costs for replacing the seats with modern, weather- resistant materials.
- Fix some cracks in the asphalt pathways in the park.

- Homeowners are responsible for repairing sidewalks that have buckled in front of their homes. Comments: The HOA is not responsible for this work; however, the HOA can impose fines for not fixing these buckled sidewalks. There was much discussion about approaches to encouraging homeowners to fix their respective sidewalks, such as having the affected homeowners band together to get one contractor to fix all of the problems in the same time period, which may result in reduced costs for each individual homeowner. The Board also reminded everyone about the latest tree removal policy, including submitting a project application to the ACC Committee. It was also mentioned that the City of Tacoma web site has a list of replacement trees approved by the City arborist. During the February, 2020 inspection walkthrough to be performed by Community Solutions, they will provide a list of homes which have buckled sidewalks. The Board will then recommend the steps to take to resolve this problem.
- Clean/paint the mailboxes – HOA owns them, but City says we can't deface them.
- Paint the basketball court.
- Determine a roofing contractor for roofing needs of Heritage Park homeowners. Comments: The Board will distribute a contractor name, whose work has been observed in our area, via Facebook and email. This contractor is not being recommended by the Board but is being named as a potential source for roofing needs.
- Discuss police patrols for the neighborhood. Comments: The cost is \$250.00 per drive by. Due to costs, the Board will not pursue this.

#### 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.

David Moe was elected to the open three-year Board position. The vote to waive the Financial Audit was unanimously in the affirmative.

#### Open Forum

- Homeowners expressed their enjoyment of the entire Halloween experience in our neighborhood. It was mentioned that in 2019, we set out no parking signs in the tree-lined entrance to Heritage Park during the evening hours of Halloween. A homeowner suggested placing some portable flood lights along the dark areas of some streets. The Board will investigate this item.
- Homeowners pointed out that people park too close to intersections, posing danger to drivers, pedestrians, and bike riders. The discussion included the difficulties in enforcing this. In 2019, the Board sent out warnings about these dangers via email, Facebook and a Newsletter. The Board will send out warnings again this year.

- It was requested that the monthly budget (the one pager) be posted somewhere. Comments: It can be made available via email and Facebook.
- Lights in the park need replacement. One is a park street light and the other is on the SW side of the gazebo. Comments: The Board will follow up on replacing these lights.

#### Adjournment

Greg adjourned the General Meeting at 8:00 PM.

#### Call to order

Greg Devey called the Budget Ratification Meeting to order at 8:00 PM.

#### Review and Ratify the 2020 Budget

Greg led the review of the proposed 2020 budget.

- A homeowner asked about the purpose of the Reserved Study. Greg and Lyndsay Tuley explained what transpires during the course of the study. They also explained the legal requirement for an HOA to have such a study conducted in order to know how to adequately fund the Reserve Fund in the budget.
- A homeowner asked about the value of the current reserve fund and how it is funded. Lyndsay indicated that the value of the reserve fund as of December 31, 2019 was \$24,618.07. The reserve fund was depleted in 2018 due to the costs of replacing both the playground equipment and the HOA-owned fencing. The 2020 budget provides for adding \$1,500.00 per month to the reserve fund.
- A homeowner inquired about having a special one-time homeowner assessment to increase the reserve fund. At his time, there is no plan to bring such an assessment to a vote.

Homeowners present at the Annual Meeting plus proxies received were less than 51% of the 202 Heritage Park homeowners. Hence the budget was approved by law.

#### Adjournment

Greg adjourned the Budget Ratification Meeting at 8:20 PM.