

Board of Directors

Hans Scheurer, President  
Art Chapman, Vice President  
Carol Thorpe, Treasurer  
Dan Matsui, Secretary  
Peter Hunt, Director

**PARKWOOD HOMEOWNERS  
ASSOCIATION**

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BOARD OF DIRECTORS MEETING

June 12, 2019

Minutes

1. CALL TO ORDER & ESTABLISHMENT OF A QUORUM

The meeting was called to order at 5:17pm. Board members present were Art Chapman, Peter Hunt, Dan Matsui, Hans Scheurer and Carol Thorpe; therefore a quorum was present. Darleen Reed with Equus Management Group was also present.

2. MEMBERS FORUM:

None at this time

3. APPROVAL OF May 8, 2019 MINUTES

Mr. Chapman moved to approve the minutes from May 8, 2019. Upon Mr. Hunt seconding the motion, it passed unanimously.

4. REPORTS:

a. Architectural Requests; Work Orders

Ms. Thorpe moved to approve the proposals from KFC Building Concepts to replace sliders at 4310 Clyde Court and 311 Lorraine. Mr. Matsui seconded the motion. The motion passed with Mr. Chapman, Mr. Matsui, Mr. Scheurer and Ms. Thorpe voting yes and Mr. Hunt voting no.

Deck repair at 4016 Ruth is still pending as the owners have not selected a new slider. Owner states they will contact APS and take care of this.

b. Maintenance Report

Roofing repairs have been made for 3904 Henry Ct and 446 Anne Marie.

Now pool sign have been made and installed.

Robert has the parking permits.

The HOA needs 3 new pool chairs.

Bids are coming in for the sidewalk concrete work as well as painting bids for the underside of some wooden decks.

The gates are almost complete however the contractor has slowed down on completing the project. Robert will contact Darleen if he needs help having them complete the project.

c. Management Report

Darleen gave her report.

d. Social Committee

It was reported everyone had a nice time at the HOA BBQ.

Sherry Lipari is working assimilating a newsletter.

e. Safety & Security Committee

The committee is going to walk thru the Association to check the common area, roofs, trees and shrubs. They will also check on trip hazards.

Precision Concrete submitted a bid to cut out the trip hazards for \$12,076.44. Ms. Thorpe moved to approve the contract and Mr. Matsui seconded the motion. Motion passed with Mr. Chapman, Mr. Matsui, Mr. Scheurer and Ms. Thorpe voting yes and Mr. Hunt voting no as he would like more bids. Ms. Thorpe and Mr. Matsui withdrew the motion.

f. Landscape Committee

Trimming of the shrubs is still going on.

Mr. Hunt is still doing a comparison of the American Arborist & Battle Born bids regarding tree care & maintenance for the common area only. Homeowners are responsible for their trees in backyards.

Mr. Hunt brought up the possibility of having a horticultural specialist evaluate the landscaping and advise the Board and Landscape Committee.

g. President's Report

Mr. Scheurer reported the Board of Directors is still trying to resolve the employee issue with EBMC.

h. Treasurer's Report

Ms. Thorpe reported she is going to meet with Jasmin and Jeff at Equus Management Group to have a better understanding of how the financial reports read and make some adjustments.

5. FINANCIALS:

Approval of Unaudited Financials for April 2019

Not approved at this time.

6. UNFINISHED BUSINESS:

a. Side Street Repaving

Ms. Thorpe moved to approve having both Phase I & Phase II of the asphalt work done at this time. Mr. Hunt seconded the motion.

This brought about a question not covered in the contract about concrete collars for the utilities. Ms. Thorpe moved to have the bid amended to cover this issue. Mr. Hunt seconded the motion. Ms. Thorpe will contact Steve at Kustom Coating to have a new contract written covering this concern and sent to Darleen. Once received, Mr. Scheurer will sign the contract if the Board approves the mention motion. The motion passed by a majority vote with Mr. Chapman, Mr. Hunt, Mr. Scheurer and Ms. Thorpe voting yes and Mr. Matsui voting no.

b. Separation from EBMC

This was discussed under the Presidents Report. The issue remains unresolved at this time.

7. NEW BUSINESS:

a. Board Review of Parking Rules & Regulations

Ms. Thorpe moved to postpone this item to a later date. Upon Mr. Matsui seconding the motion, it passed unanimously.

b. Review Bids for Tree Evaluation

Mr. Hunt is still collating the data from both companies.

8. ANNOUNCEMENTS

The next Safety Committee meeting will be July 30, 2019 at 5pm.

9. NEXT BOARD OF DIRECTORS MEETING DATE: JULY 10, 2019

10. MEMBER'S FORUM:

Planting was discussed. New plants will be done when the weather is appropriate.

11. ADJOURNMENT

The meeting adjourned at 6:32pm.

Certified by:

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Dan Matsui, Secretary for Parkwood HOA Board of Directors