

LEISURE PARK HOMEOWNERS' ASSOCIATION, INC.
BOARD OF DIRECTORS SPECIAL MEETING
December 6, 2021

1. **Lee Ann Reid** called the meeting to order at 1:30 PM
2. **Roll Call:** Lee Ann Reid, Ed Cannon, Janet Shull, Brad Ehrlich, Sam Logozzo, and Denise Hall/Management. Three guests present: Joyce Henry, Doug Wheeler, Pearl Young
3. **Approval of Previous Meeting's Minutes:** Lee Ann asked for approval of the minutes from September 7, 2021 Board of Directors' Meeting.
Motion: Janet Shull moved to approve the minutes as written.
Second: Ed Cannon
Vote: Unanimous Motion Carried
4. **Correspondence:**
 - e. **Cats running loose and fine system.** This problem has been going on over a year and the previous Board enacted a fine system. Problem, we do not know exactly whose cat it is so enacting a fine is not effective. The current Board is not doing fine systems; the new "Rules and Regulations" has steps to solve this. However, unless we have absolute verification as to who owns the animal we cannot proceed.
Motion: Brad Ehrlich moved to have Management send a letter to the homeowner.
Second: Janet Shull
Vote: Unanimous Motion Carried
 - b. **Shrubs encroaching onto walkway on Tanglewood Crt.** Lee Ann observed the shrub and indicated that it was encroaching the path, but was not an obstruction. Pedestrians could walk around it. At this point the Board does not construe it as an obstruction to utilize the path. The resident will be notified of the possibility the shrub will have to be removed at some point in the future if obstruction occurs. Lee Ann suggested copying the homeowner on that letter so that she is aware.
Motion: Sam Logozzo moved to have Management send a letter to the homeowners involved.
Second: Brad Ehrlich
Vote: Unanimous Motion Carried
 - c. **Bird Sanctuary Landscaping.** Will address this down in Old Business under Bird Sanctuary.
 - d. **Craft Fair for Spring and Fall.** The Board asked Joyce Henry to speak to the issue. The Social Club would like to have the event twice a year, spring/fall. The Board requested signage be posted for Leisure Park residents only—just like was done for the last craft fair.
Motion: Janet Shull moved to approve the spring/fall craft fair.
Second: Ed Cannon
Vote: Unanimous Motion Carried

- e. **First Aid Kit and Defibrillator.** Doug Wheeler explained the history and need for an updated First Aid kit and Defibrillator to be housed in the Clubhouse. If purchased, Doug strongly urged the Board, Social Committee, and all others directly involved in activities at the clubhouse to take the training that will be offered. Janet Shull reported that, based on their letter, the Social Committee would share in the cost.

Motion: Brad Ehrlich moved to work with the Social Committee to obtain an AED and first aid kit not to exceed \$2000.

Second: Janet Shull

Vote: Unanimous

Motion Carried

- f. **Mailbox Pads and Ice.** Resident complained about excess ice/water at the base of the mailboxes. Mike Paulsen will carry deicer with him and spread it in the areas around the mailbox after he shovels. The Board discussed solutions to the water buildup such as a thick corrugated rubber pad to be placed over the flooded area in order to raise the level above the standing water. Denise mentioned Paulsen's deicing the area to the homeowner and she was satisfied with that solution.

- g. **Unleashed Dog.** Dog owner is in violation of Article 1.10. Pets must be on leash...

Motion: Ed Cannon moved Management send the dog owner a violation letter concerning the loose dog.

Second: Brad Ehrlich

Vote: Unanimous

Motion Carried

5. **Current Financial Report:** Ed Cannon brought up a discrepancy with HOA Dues for the month versus the budget amount on the profit and loss ledger. Denise explained those residents who pay the whole year's dues, on Jan 1st of each year, will have their dues held in reserve and added for each monthly installment. The system doesn't automatically accrue every month; it only shows funds applicable to that month. The results are not an accurate picture of cash income until funds held in advance are used in the coming months. This would be at the end of December. Total monthly cash can be found on the History of Cash Balances. Those numbers are real each month. The budget was accepted.

6. **Management Report:** Board members reviewed Denise's written report. Backflow was not completed on the Jacuzzi because it was not running all of last year and fell under the radar. It will be completed for next year. The resident at 1563 W Rosewood Court is in violation of rules. Two letters have been sent; the Board must now have a hearing. Third letter will be sent to resident indicating a special meeting to discuss the infractions and decide legal matters. Meeting date will be January 14th at 1:00pm.

Motion: Sam Logozzo moved to send the third letter to the resident and set a meeting thirty days past delivery of the letter on January 14th at 1:00pm.

Seconded: Ed Cannon

Vote: Four yes; one abstention

Motion Carried

7. **Water System Report:** Ed Cannon reported the chlorine pump may need replacement or rebuilding. Bob Chandler would be the appropriate person to buy this part as he knows what we need. The new pump needs to be dated so the Board can track the service life.

Motion: Ed Cannon moved to repair/replace the chlorine pump not to exceed \$2500.00.

Second: Janet Shull

Vote: Unanimous

Motion Carried

8. **Social Club Report:** Janet Shull reported that the Social Club will work with the board in the purchase of the First Aid Kit and Defibrillator.
9. **ACC Report:** Brad Ehrlich reported that everything is going smoothly. The last few yards are being installed on new properties.
10. **Enforcement Letters:** Refer to correspondence above.
11. **Old Business:**
 - a. **GPS mapping of Water and Sewer systems and use of Avondale's System:** Bob Chandler (LP Water Master) presented a plan of loading the collected data from Leisure Park's water system onto Avondale's existing map. The benefit being that all the mapping information for Bob is in one place on his cell phone (quick to find valves in LP), Leisure Park would not have to pay engineers to generate our own map (a savings of over \$2000), and Bob would save the data taken at Leisure Park for future use should the Board decide to generate our own map. The only possible negative is that all the employees of Avondale water system could pull up Leisure Park data on their cell phones. However, this could also be beneficial if Bob has to outsource repairs (such as a leaky fire hydrant), so the Avondale repairmen would have the map at their fingertips. Saves time, money. The Board has to be comfortable with Avondale having access to our location map.

At present, twenty water valves still need to be located. Each time we find a water valve, Bob can add it to the map. If at some point, Bob Chandler retires, Avondale will allow us to upload all the information to develop our own map. This can be done at any time, it would also cost less as the engineers can just cut and paste the Leisure Park water system off the Avondale map and drop it onto a map called Leisure Park. Once we build our own map, the additional data (such as new valves found) need to be sent to an engineer who enters it and charges the Association. When we do the sewer system, Bob can drop the data into the map so that water and sewer are recorded and viewed on the same map.

Bob would like us to get a group of people together in the spring, go talk to home owners, and try to find the other twenty-five valves. Avondale may invest in ground penetrating radar; it would possibly help us find more valves. If we find valves, put a sprinkler marker by it and contact Bob. Also, once valves have been located, we will drive a piece of rebar down so that it can be found in the future with a metal detector. When/if we finally create our own map, we pay a yearly fee for a license. Each license would cost \$500 and this could be put on one computer or phone, each additional license for phone/computer would be \$500. In case of emergency (if Bob is not available) we need a hardcopy map to be kept in the office. Bob Chandler will create a simple agreement with Avondale to be signed and he will also send all his raw data collected from Leisure Park to Denise.

Motion: Ed Cannon moved to have Leisure Parks water system data added to Avondale's system with a letter from Avondale confirming we have access and the rights to our data from their system.

Second: Janet Shull

Vote: Unanimous

Motion Carried

- b. **Bird Sanctuary:** The Board referenced the letter from a homeowner next to the sanctuary, discussed the ideas of the letter as well as comments from neighbors in the area. Discussion included concerns that the garden would require a commitment of additional expenses for maintenance as well as setting a precedent that allows residents to use the common areas for their own personal use. The garden will be removed and a plan for landscaping the far end of the sanctuary will be developed early next spring.
Motion: Janet Shull moved to write a letter to the homeowner saying that the garden will be removed and the Board will be planning the landscaping of that area next spring. The homeowner will be invited to participate in the planning.
Second: Brad Ehrlich
Vote: Unanimous Motion Carried
- c. **Clubhouse Reservation Review:** Sam Logozzo reported that reservations are going well. No issues. The Social Committee is not having a potluck in January due to concerns of Covid and the new variant. If Leisure Park residents organize their own potluck, he asked how the Board would like to handle this. There needs to be a formal reservation made with the lead person's name and the date and time posted on the main calendar. The Board will waive the \$200 deposit with the understanding that the clubhouse will be left in excellent condition. Potlucks will resume in February.
- d. **Paving of Woodlawn Drive:** The estimate we have may be four to five thousand dollars more next spring because of fuel costs.
Motion: Janet Shull moved to approve Coeur d'Alene Paving to proceed with the Woodlawn Drive project in 2022 July or August (weather appropriate).
Second: Brad Ehrlich
Vote: Unanimous Motion Carried
- e. **Distribution of LP Rules and Regulations:** The process of delivery went well. We are glad it is done!!
- f. **Welcome Packets:** Management, Jeannie Logozzo, and Carolyn Keefer met and reviewed all the components of the Welcome Packet distributed currently. Everything is updated and is complete.
- g. **Christmas Lights:** Sam Logozzo ordered star light bushes to add to both entries of the park.
- h. **Insurance Policies:** Policy premiums have gone up over \$8000 from last year and this does not take into account the increased coverage needed to protect the buildings. We are waiting for a true and accurate bid. Our insurance is due the first week in January. We may see a \$30,000 insurance bill coming. We will shop for lower prices.
- i. **Retirewood Crt:** The Board heard of a complaint of the common area grass thickness. Property is on a slope facing the homeowner's property. The homeowner needs to address the Board with a written letter before any action occurs.

12. New Business:

- a. **2022 Budget:** We need to vote on the existing budget with the knowledge that it is going to have to be tweaked because we don't have all the numbers regarding insurance, Woodlawn paving, and grounds budget. After an extensive discussion, there was a motion.

Motion: Janet Shull moved to approve the 2022 budget with a change to the insurance up to \$30,000 from \$24,750, and with the change of the Subcontract/Grounds up to \$70,000 from \$50,000. This will be a total change increase of expenses of \$25,250 over our prior 2022 budget estimate.

Second: Brad Ehrlich

Vote: Unanimous

Motion Carried

- b. **Furnace and AC Annual Service Contract:** Our current furnaces are one to three years old. We have a filter change service.

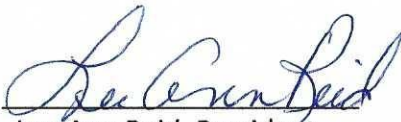
Motion: Ed Cannon moved to reject the J.A. Bertsch offer of joining their Comfort Club for furnace maintenance and AC repair.

Second: Janet Shull

Vote: Unanimous

Motion Carried

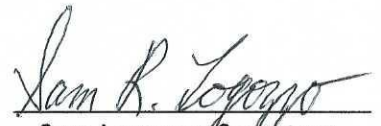
13. Adjourn Meeting: Lee Ann Reid formally adjourned the meeting at 3:37pm



Lee Ann Reid, President

03-07-2022

Date



Sam Logozzo, Secretary