

LEISURE PARK HOMEOWNERS' ASSOCIATION, INC.
BOARD OF DIRECTORS' SPECIAL MEETING
March 6, 2023

1. **Lee Ann Reid** called the meeting to order at 1:04PM
2. **Roll Call:** Present: Lee Ann Reid, Ed Cannon, Joe Lyon, Sam Logozzo, Janet Shull, and Denise Hall, Aaron Pogue/Management. Guests: Tom Mellor, Doris Mellor
3. **Approval of Previous Meeting's Minutes:**
Motion: Janet Shull moved to approve the minutes of the December 6th meeting as presented.
Second: Ed Cannon
Vote: Unanimous Motion Carried
4. **Correspondence:**
 - a. Letter submitted by Barbara Roberts on December 29, 2022 regarding the dues increase and poor street cleaning. The Board reviewed their process/schedule for notifying residents of the dues increase and felt no further communication was needed.
 - b. Letter submitted by Joe Lyon on January 6, 2023 regarding a pickup truck parked in front of a resident home. Matter was resolved by talking to the homeowner.
 - c. Two thank-you notes were read to the Board from the Eborall family in thanks for the plaque and flowers honoring Alan Eborall.
5. **Current Financial Position:** Janet Shull reported that the checking account in February was \$12,889.88 and the reserves were \$129,129.32, totaling \$142,019.20. The Board decided to table discussion for later in the agenda under QuickBooks 11.e.
6. **Management Report:** Denise Hall reported.
 - a. The utility box for the Honeysuckle entrance could not be purchased. The Board decided to build a unit covering. Management suggested contacting a resident who has a wood shop in his garage for advice/help.
 - b. The Board will examine the condition of the landscape/weed control in the Park in April.
 - c. The backflow valves need to come into compliance with current Idaho State Law. The homeowners who installed vacuum valves will have to convert to a testable valve that conform to this law.
 - d. Establishing a Leisure Park credit card was rejected because of constant turnover of Board members and new users. It was decided to keep the current system of submitting receipts for check refunds.
 - e. The CPU (mailbox) slab at 1405 W. Progress Drive will be lifted when the weather warms. Sam Logozzo will check the other three slabs that were identified by residents as well as the CPU that requires replacement.
7. **Water System Report:** Joe Lyon is the water system coordinator with the support of Ed Cannon and Sam Logozzo.
 - a. Chlorine Pump - We now have three operable pumps. The oldest pump is currently installed and will be replaced by the new pump before the summer watering season begins.
 - b. Booster Pressure Gauge - Bob Chandler (LP Watermaster) will install a new gauge for under \$100.

- c. Discharge Flow Meter - This was replaced February 7th. Cost: bolt removal/replace \$300, flow meter install \$3434.14. A substantial amount of money was saved as well as inconvenience to residents by having the bolts replaced before the install. Water service was disrupted for four hours.
- d. Chlorine Packet supplier - Ordering from Amazon saves money and they arrive quickly.

8. Road Maintenance: Ed Cannon reported.

- a. Quality Maintenance is no longer in business; the Board met with Top Notch Sealcoating.
- b. Top Notch submitted a bid for repairs/sealcoating our best roads for 2023.
Motion: Joe Lyon moved that we enter into contract with Top Notch Sealcoating for 2023 to spend approx. \$37,114.62 but not to exceed our budget of \$40,000 for road repair.
Second: Janet Shull
Vote: Unanimous Motion carried
- c. Top Notch Sealcoating will be considered for future road maintenance/repairs. The Board will propose a multi-year project to complete the remaining road repairs. Ed will send the Board a PDF file containing the various road plans.
- d. Management will contact TDS to find out who they contract with for pot hole repair. The Park roads will be checked for pot holes and repairs will be completed as the weather warms.

9. Social Club Report: Lee Ann Reid reported events coming up, welcome packets delivered, and there are no Board directed items to discuss.

10. ACC Report: Joe Lyon reported.

- a. Gazebo Request - All gazebos must meet lot setbacks, comply with lot coverage laws, need to be aesthetically appealing, permanently anchored in concrete, located out of view of the street.
Motion: Janet Shull moved that the above guidelines must be met and the structure must not take up more than 25% of the backyard or exceed 12' X 12'.
Second: Joe Lyon
Vote: Unanimous Motion carried
Note: On March 10, 2023 the Board by unanimous consent agenda approved the gazebos to be increased to 12' x 14' to include the eaves.
- b. Satellite Dishes – Satellite dishes are approved subject to their placement of 20 feet away from the front of the home/garage. If on the ground, they must still follow the 20-foot guideline and be placed three feet from the side of the home.
Motion: Joe Lyon moved that above stated guidelines must be met and there can be no more than one satellite dish per unit.
Second: Lee Ann Reid
Vote: Unanimous Motion carried
- c. Register to track ACC Reports - Joe Lyon has created a form to keep track of all applications so that we can track progress.
- d. The Board needs to find two new people for the ACC team.

11. Old Business:

- a. GPS Sewer System - Bob Chandler can begin anytime this spring. Notice will be in the newsletter.
- b. Back flow - As stated under 6c., the backflow valves need to be in compliance with Idaho State Law.
Motion: Ed Cannon moved that Management send letters to homeowners who do not have a testable backflow system, stating they need to update the system in order to be in compliance with State Law.
Second: Joe Lyon

Vote: Unanimous

Motion carried

- c. Mailbox Repairs - Sam Logozzo will finish mailbox repairs as the weather improves.
- d. Wilson Property - The Board approved the shed addition on this property, as per newly adopted guideline.
- e. QuickBook Issues - The Board is examining a couple of accounts on the balance sheet that do not balance. It has been determined that the error occurred when the HOA switched accountants ten years ago. The cash accounts (checking/savings) are accurate, as are the dues' collection and cash flow. The error will be found and corrected.
- f. Employee/Independent Contractor for Clubhouse Cleaning - Management reported that we have one employee, which requires the Board to set up a payroll for just one person which is expensive. To resolve this issue, the employee will now be cut a check. The accountant will deduct the correct amounts and manually enter the information in the computer.
- g. Utility box cover - A suitable cover cannot be sourced. See item 6a.
- h. Paulsen's Contract - Board discussed negotiated contract.

Motion: Ed Cannon moved that we accept the five-year contract as stated with 5% increase in 2023-2024 and 4% the following three years.

Second: Janet Shull

Vote: Unanimous

Motion carried

- i. Newsletter Reminders - Management will rotate three to four reminders per month.
- j. A/C Quotes - The Board considered bids for repairing the one of the clubhouse air conditioning units.

Motion: Janet Shull moved that Legacy's bid of \$5,975.00 be accepted for the repair.

Second: Sam Logozzo

Vote: Unanimous

Motion carried

12. New Business:

- a. Arbs at the entrance and exit to Ramsey - The Board discussed removing the arbs at the entrance. Management will acquire three bids for six-foot vinyl fencing, including decorative stone vinyl fencing.
- b. Larger Stop Sign - Some residents are not stopping at the Ramsey Entrance stop sign. A larger stop sign was discussed. It was decided to install speed bumps, we already own, at both entrances to encourage traffic to stop.
- c. Revisit Estate Sales - Due to the abundance of traffic, estate sales will be limited to just one weekend, no longer than three days on Fri, Sat, Sun. Homeowners need to mark "No Parking" in front of the mailboxes so that mail can be delivered. Management will update the application form.
- d. Conformance of HB 703 - The Board discussed compliance to this new law. The discussion centered around the requirement of a years-end balance sheet. The word "may" and "one or more" records is hard to define. After discussion, the Board will post the HOA Dues, year-end Profit and Loss statement, tax return and pie chart on the Corporate Board in the clubhouse. Management will post the same items on the website.
- e. Credit Card - Discussed in Item 6d.
- f. Round-a-Bout - The Board discussed our meeting with the City of Hayden. Construction of the Round-a-Bout will most likely occur in 2024. Lee Ann Reid will share the concerns the Board raised at a previous meeting with Management who was unable to attend.

- g. Nomination Committee and Due Dates for Election/Annual Meeting - The nominating committee must be named by March 29th. The Board will appoint a committee chair. Two additional residents will be appointed to serve with the chair. Nomination forms must be returned through the committee or the main office in the clubhouse. Nominations are due May 1st. All ballots must be in the mail to residents by May 12th. Members have until May 30, 2023 to return ballots to the voting box. If they do not meet the deadline, they may vote in person at the annual meeting.

Motion: Joe Lyon moved that we appoint a nominating committee with Sam Logozzo as the chair.

Second: Janet Shull

Vote: Unanimous

Motion carried

13. Other Business:

- a. Dogs loose in the Park - Written communication was received regarding dogs loose on a property on Progress Drive.

Motion: Joe Lyon moved that Management write a letter defining the Rules & Regulations for pets in the Park and report to Animal Control if receiving further communication about a lack of compliance.

Second: Janet Shull

Vote: Unanimous

Motion carried

- b. Annual Report for the State of Idaho - This has been filed.
c. Request for Reimbursement from Smith and Malik Law Firm - This is in progress.
d. The Annual Consumer Report on our Water System - It will be posted on the LP Website.

14. Adjourn Meeting: The general meeting was adjourned at 3:52 pm by Lee Ann Reid.

Respectively submitted,
Sam Logozzo



Lee Ann Reid, President

05-05-23

Date



Sam Logozzo, Secretary