

LEISURE PARK HOMEOWNERS' ASSOCIATION, INC.
BOARD OF DIRECTORS SPECIAL MEETING
September 6, 2022

1. **Lee Ann Reid** called the meeting to order at 1:00PM

2. **Roll Call:** Present: Lee Ann Reid, Ed Cannon, Joe Lyon, Sam Logozzo, Janet Shull, and Denise Hall/Management. Guests: JoAnn Dawson, Debbie Swenson, J.T. and Lenore Strong, Monty and Dee Crawford

3. **Approval of Previous Meeting's Minutes:** Lee Ann asked for approval of the minutes from the June 20, 2022 Board of Directors' Meeting.
Motion: Janet Shull moved to approve the minutes of the June meeting as sent.
Second: Ed Cannon
Vote: Unanimous Motion Carried

4. **Correspondence:**
 - a. **Letter submitted by Sandra Angel on June 21, 2022** regarding sparse grass in common area. Two Board members examined the area. The Board discussed common areas and concluded that our common areas are not kept pristine, but acceptable. They are mowed, watered, and fertilized. Management reported that Paulsen's Landscaping repaired a broken sprinkler line in the area, has applied grass seed and fertilizer to stimulate growth. Management will reply with a phone call.

 - b. **Letter submitted by JT and Lenore Strong on June 25, 2022** regarding arborvitae height in back yard. After reviewing JT's submitted letters and documents the board discussed solutions. They concluded that the original intent of the previous Board's letter, dated 2015, was to get the arborvitae down to the hub line. J.T. agreed that they will trim 2-3 feet per year and work at getting them down to the height of the eaves.
Motion: Janet Shull moved that a letter be written to the JT Strong family indicating the arborvitae current height and that they be cut 3 feet in incremental stages to eave height over the next few years and then maintained to that height.
Second: Ed Cannon
Vote: Unanimous Motion Carried

 - c. **Letter submitted by Bev Henderson on August 3, 2022 regarding** Tanglewood Path weeds, Bull Pine Trimming, and chickweed in common area. Management has responded by having the path weeds treated and the chickweed in the common area removed. The Board will include the Bull Pine in the maintenance list for next year 2023 budget.

 - d. **Letter submitted by Helen Lynch on August 27, 2022** regarding a low Blue Spruce in the common area that extends into her back yard. The Board will trim the tree up to a height that will allow access to the back yard. This project will be added to the tree maintenance in the 2023 budget. Management will contact Helen.

 - e. **Current Financial Position:** Janet Shull explained the current budget. At the end of July, we had \$12,570.51 in checking and \$144,041.55 in reserves for a total of \$156,612.06. A question was asked about equity. Where do the equity numbers come from, lines 3200, 4000? The HOA accountant will

answer this question. There is a miscode of \$39,000 added to line 7010-2 grounds, which should be moved to line 7010-5 Road Maintenance.

5. **Management Report:** Management submitted a written report and asked if there were any questions. None were noted.
6. **Water System Report:** This was addressed under New Business.
7. **Overlay Project:** Ed Cannon asked about the plan to finish paving Woodlawn, Tanglewood Ct, and Rosewood. This will be discussed at the budget meeting and decisions will be made based on the reserves, the well repairs, and other maintenance items that require repair.
8. **Social Club Report:** Janet Shull reported that 23 people were in attendance. They set the date for the Christmas dinner, December 17th. New directories will come out in January 2023. There are 207 subscriptions to the newsletter! The Social Club (SC) held a very successful event for new residents to welcome them and encourage more involvement. The SC suggested raising the \$200 deposit to \$250 and keeping \$50 dollars of each reservation for supplies. The Board suggested that the clubhouse is an amenity of residents in Leisure Park and they should not be subject to a rental fee. Therefore, this plan was rejected. Also, a donation jar was placed in the clubhouse for people to offer donations to the SC if they choose to. The Board does not support this idea due to the need to monitor the donations.
9. **ACC Report:** Joe Lyon
Motion: Janet Shull moved to elect Joe Lyon as the Board liaison to the Architectural Control Committee.
Second: Ed Cannon
Vote: Unanimous Motion Carried
The Board discussed the follow-up reporting on ACC requests. Management will ask the ACC to follow up on projects and sign off as the ACC form states.
10. **Old Business:**
 - a. **Road Management:** Ed Cannon will coordinate with Phill Weist of CDA Paving and Randy Varnell of Quality Maintenance for bids and evaluation of our roads.
 - b. **Bird Sanctuary:** Sam Logozzo reported that the sprinkler system has been installed, Jami and Skyler will do a cleanup of the area after Labor Day, and then plant grass seed. Sam will fertilize and water to stimulate growth. Mike Paulsen had been notified to maintain the area starting next year.
 - c. **One Call System, Bob Chandler (watermaster):** Bob explained, that in the state of Idaho, every underground facility owner must be a part of a One Call system. As of now, our sewer and water lines are not part of One Call. We could be fined from \$1000-\$5000 if reported to the authorities. The annual fee to join One Call is under \$100 per year. We submit the perimeter of LP to One Call when we become a member. Then we pay for each locate, for someone to come and actually mark the water/sewer lines. The Board asked Bob Chandler to be LP locator for \$20 a ticket. He agreed.
Motion: Joe Lyon moved to work with Bob Chandler to join the One Call System and to enter into a contract with Bob Chandler to process the locate tickets for our water and sewer within our boundary.
Second: Sam Logozzo
Vote: Unanimous Motion Carried

- d. **GPS Sewer System:** Mapping the sewer lines would aid in locating during a One Call locate. Bob Chandler can map our sewer lines for approximately \$2,500. Mapping the system would require Bob Chandler entering backyards to locate sewer clean outs of each home.
 Motion: Ed Cannon motioned to complete the GPS of the sewer system for the cost not to exceed \$2,500.
 Second: Joe Lyon
 Vote: Unanimous Motion Carried
- e. **HOA Delinquencies:** The property at 1583 Rosewood CT is behind \$290.00 plus attorney bills as of 9/01/22.
- f. **Security Camera Update:** Joe Lyon reported on his findings regarding the cost of security cameras. Two options, non-monitored recognizes license plates or whole car at \$700-\$1000 per camera (two required) and we install ourselves. Monitored is \$2,500 per year per camera, \$700 for installation. Monitoring would be approx. \$5000 per year. This subject will be revisited during our budget meeting.
- g. **Arbs Compliance and Letter to non-compliant:** Management submitted a list of updates. Review the nine residents on the list and will tour the park again the end of September to evaluate.
- h. **Back Flow Testing:** A high rate of noncompliance, four residents are operating sprinkler systems without the backflows being tested. Management has sent letters and contacted residents. Ed Cannon requested these residents' sprinkler systems be turned off. The third letter will state isolation of sprinkler systems for non-compliance. The Board will repair and charge home owner a premium fee for repairs and service.
 Motion: Janet Shull moved to have Management send out letters to delinquent homeowners stating backflow systems must be in compliance with proof a testing, giving five days to complete. If not, Leisure Park will perform the test/repair at a premium cost.
 Second: Sam Logozzo
 Vote: Unanimous Motion Carried
- i. **Perimeter Fence Graffiti:** Management reported the people responsible were not charged and we have no chance of restitution. The Board discussed getting input from the future development that faces that fence and fix it at that time since it is not visible to anyone at present. Joe Lyon reported that there are areas of perimeter chain fence which need attachment. Management will have Jami and Skyler address.

11. New Business:

- a. **Water System:** Ed Cannon read a report on the water system. The chlorine pump was unable to keep up with the high volume of water consumption in August, 425,000-475,000 gallons per day. It will need to be replaced so the Board will budget for a higher capacity pump (\$2,254) next year. RC Worst evaluated our system and found the flow meter is erratic and will need repair (\$425.00). A new style mag meter which would interface with our water computer system would cost \$9,400. We will repair the current flow meter for now. Bob Chandler will contact RC Worst for repair. Two other issues were noticed - a broken pressure gauge on the booster discharge manifold (\$40) and corrosion build up on the pipes and ducting, caused by the chlorine present in the air. Concern is that the rust will eat through the bolts causing a leak. Bob Chandler suggested replacing pipe bolts one at a time with new stainless-steel bolts to preserve them. The pipes themselves will last a lifetime as they are very thick.

- b. **2023 Budget Workshop Date:** The date was set for November 14th at 1:00pm in the clubhouse. QuickBooks needs to be renewed this year. Should we buy or pay a monthly fee? Will be discussed at budget meeting.
- c. **Rules & Regulations:** Should the Board add a personal conduct clause? Lee Ann asked to table this discussion for a later special meeting.
- d. **Association Management Contract/Lease Renewal of Office:** Preliminary discussion of the contract with Management. Both sides will research their costs and expectations and discussion will continue at the budget meeting.
- e. **1563 W. Rosewood:** A variety of issues regarding this property.
 Motion: Sam Logozzo moved that Management send a letter to the homeowner regarding the dry yard, backflow testing, HOA dues, and attorney fees.
 Second: Ed Cannon
 Vote: Unanimous Motion Carried
- f. **Notification of HOA Dues Increase:** Discussion was raised about the notification of homeowners regarding the dues increase starting in January. Since a letter is required, the Board decided to include information regarding the upcoming sewer GPS location in backyards.
 Motion: Ed Cannon moved that Management sends a letter, by October 1, to all homeowners in Leisure Park, from the LPHOA, notifying them of the monthly dues increase from \$60 to \$90, effective January 1, 2023, with additional information regarding sewer location service in their backyards.
 Second: Sam Logozzo
 Vote: Unanimous Motion Carried
- g. **Mailbox Repairs:** Our mail carrier will tour the park with Management indicating which mailboxes are in disrepair.

12. Other Business:

- a. **BCR Land Services Snow Removal:** Their contract for the 2022-2023 was discussed. BCR and Paulsen's work together which makes a nice, smooth system. Lee Ann suggested renewing for this year but putting this out for bid next year.
 Motion: Janet Shull moved to renew the BCR Snow Removal contract for the 2022-23 snow season.
 Second: Ed Cannon
 Vote: Unanimous Motion Carried

13. Executive Session: The Board discussed adjourning the main meeting and opening Executive Session as a separate private discussion.

Motion: Janet Shull moved that we adjourn the General Board meeting.
 Second: Sam Logozzo
 Vote: Unanimous Motion Carried

The general meeting was adjourned at 3:51 pm by Lee Ann Reid.

Respectively submitted,
 Sam Logozzo


 Lee Ann Reid, President

12-05-22
 Date


 Sam Logozzo, Secretary