

Wakefield HOA Board meeting minutes - 2/24/2014, rescheduled from 2/17/2014 due to inclement weather

ACTION ITEMS HIGHLIGHTED

- **Open meeting/ roll call**- Ron Pitcock, Pres. – Board members present- Tim Piper, Kate Rhoten, Ron Pitcock, Rob Souchon, Steve Pappas, Patricia Rose. Board Members not present- Donna Vaught. Additional attendees – KMC management company property manager - Chuck Sosbe. No additional homeowners present.
- **Review and approval of Annual HOA meeting minutes, January 27, 2014** – unanimous Board approval by all present
- **Review and approval of January 9, 2014 HOA Board meeting minutes** – approved by Ron Pitcock, Kate Rhoten and Tim Piper, 2013 Board members present for that meeting
- **Introduction of new Board members to KMC property manager** – Rob Souchon, Tim Piper, Steve Pappas
- **Review of Board positions and committees** – Ron Pitcock- President, Steve Pappas-Vice President, Kate Rhoten – treasures, Donna Vaught- secretary, at large members are Tim Piper, Rob Souchon and Patricia Rose. Committees- ACC –Steve Pappas (captain), Ron Pitcock and Patricia Rose. Covenant –Patricia Rose (captain), Rob Souchon and Tim Piper.
- **Common Area Maintenance – landscape lighting** – survey from residents at Annual meeting concluded that entry lights are a top priority. Incorrect type of lights used in past. Bids on lights that are encased to protect from vandalism. Estimate from KMC vendor, Spears Electric. Estimated from Ron, CEC/ Hank - estimate, \$3900. to replace 42 lights right now, cut down to 11. 11 lights vs. 21 are 2 different type lights, LED and can produce a wider spread coverage . FF -LED vs. HB and efficiency for FF is 95% vs 85% on HB. Warranty 5 years on both. **Ron and Chuck to have vendors send us pictures via email of the lights at night so that we can see exactly what we are looking at before next meeting so we could get this done and move forward.** Patricia to check BBB and Angie's List ratings on these vendors. Paddock Rd. at Smith Valley Rd. needs better illumination, hard to see at night that there is a median. Maybe a street lamp to illuminate entire intersection or solar lights? **Chuck to call Duke to check on cost to possibly install street light there or on additional neighborhood streets.** There is power to median on Paddock for irrigation currently. **Chuck to contact Dennison (original management company for Wakefield) and owner of land on Bancroft, regarding the wall on Bancroft with lights that are out. Maintenance of land on Bancroft is owned by Dennison and Chuck to see what they are planning on doing to maintain the area better.**
- **Walkways** - Wakefield West will not contribute to the repair/ maintenance of the walkway even though it is used by them and runs along the neighborhood. Estimate of \$21,000 from EF Harding/ KMC per Chuck on topping walkway from Sutton but not all the way around; Chuck was unsure of where the cut off was. EF Harding quote from KMC/ Chuck includes 3 different scenarios; fill dips, seal coat or grind down and add 2 inches on top. Cost per Chuck to seal coat only is \$5-6000, he thinks. Concerns over liability if we add 2 inches on top with kids, etc. falling and riding off. **Chuck to get estimates on patch and fix with seal coat with 2 contractors.** Scrub area needs cleaned up in area adjacent to Wakefield West. Homeowners would prefer to add plantings to block the view of water plant, etc.

- **Playground replacement and shelter** – Board would like to add a new swing set at Potomac Park and consider moving pathway and straightening out to allow for a shelter to be built. Issues possibly with neighbors on both sides if pathway rerouted to give more room for shelter; we need to be considerate of them. Tabled until next meeting since we have so many other maintenance projects on table that take precedence. **Chuck to get estimates from 3 vendors on shelter for Potomac Park with swings, etc. Something drawn out or pictures for us to see with measurements.** Possible placement of cameras in park areas to decrease vandalism.
- **Wall sealant** – **Chuck to contact Humble concrete who installed the replacement walls to get estimate on sealant for walls and find out what warranty is to maintain and protect our investment.**
- **Irrigation Phase 2** – Board feels it is necessary to consider irrigation around Paddock Rd. pond to increase aesthetic appearance when you come into the neighborhood. Duke would install pump for \$400 and Hoosier irrigation \$4600 to install irrigation. Run off back into the pond with the sprinkler heads close to the street. Not budgeted in. Check to see if Kyle to possibly give us a discount if he did it early in his off season. Suggest that Kyle put offer back out to homeowners for deal on irrigation. Table it to next meeting to check finances after dues come in. **Chuck to see why we have not received January financials yet, need to get that from KMC.**
- **PRIORITY of Projects**
 - #1 Lighting
 - #2 Irrigation pond
 - #3 Entry wall
 - #4 Walkway sealing and patching
 - #5 Playground
- **Audit bill for Nick's Lawncare** – **Chuck to check regarding mulching, were we billed \$2300 for that they did not do last year and let the Board know via email before next meeting what the status is.**

Financials – Homeowner complained regarding service fee that is passed on to customer when paying annual dues. Homeowners know that there are Association annual dues every year and that they have many opportunities to pay via their bank or postal service. We do not collect the fee, it is for processing through the management company and most companies do charge a fee if you pay via their websites.

Recording reached maximum and rest of minutes lost. Minutes typed by Patricia Rose filling in for secretary.