

BUSH PRAIRIE HOMEOWNER'S ASSOCIATION BOARD MEETING

May 10, 2018

1. Roger called the meeting to order at 6:05 PM at Debbie Hoxit's home. In attendance were:

Vicki Huntley	Vice-President	451-2617
David Rothschild	Board Member/ACC Chair	878-1667
Debbie Hoxit	Board Member	701-3159
Mike Roberts	Board Member	357-4435
Dave Hill	Webmaster	
Terry Kirkpatrick	Secretary	943-3293
Michelle Fields	Treasurer	253-720-8699
Absent:		
Roger Fish	President	753-7100
Chris Meyers	Landscape Maintenance	515-0168
Richard Daniels	Architectural Committee	253-209-6823
Bill Moneer	Architectural Committee	870-9745

2. Minutes for the March 8, 2018 Board meeting were approved.

3. Committee Reports:

a. Treasurer Report. Michelle Fields. Total Operating Assets in checking/savings as of April 30, 2018 are \$42,903.21. There are additional assets of \$20,022 in the Capital Reserve Fund and \$19,217 in the Stormwater maintenance account (current year's stormwater and Capital Reserve assessments are kept in the Operating Account; unspent funds are transferred to their respective accounts at year-end). About \$6,860 is in Accounts Receivable. We have 13 homeowners who owe greater than \$200 in past dues. Five liens are in place. Additional liens will be placed after completion of the formal notification process. The April and May reports were approved.

Michelle has directly contacted most of the owners who are overdue on their dues. Overall the number on the list has decreased. Some of those who are over \$200 have paid part of their debt recently.

b. Architectural Control Committee. David Rothschild, Chair. No activity. Chris Meyers reported that a recently constructed (plans approved by ACC) shed on Lot 187 (7831 Paddock – Jeremy & Lori Keller) has a corner that crosses the owner's property line and encroaches into the Meadows Bush Prairie Common Area. The Board decided that legal advice was necessary and voted to approve up to \$500 to contact an Attorney and determine how to address the problem. Terry volunteered to make the contact.

A second shed issue was identified on Lot 100 (1705 Arab). The owner has, without requesting ACC approval, moved a shed that does not meet ACC standards into the back yard (adjacent to the Meadows Bush Prairie Common Area). The owner has been verbally notified that he is in violation of the Covenants and ACC standards. David will draft a formal letter for the Board to send to the owner.

c. Landscape & Maintenance. Chris Meyers, Chair. Written report submitted. A portable toilet will be placed in the Bowl June – September. This will require Board approval (approved at the March meeting) since it is not in the budget and the Landscape line items have been committed.

The tennis court was cleaned in April. The net cabling was replaced.

Chris continues to expand the CAD drawings for the Bush Prairie development. This will include the common areas (with Association assets shown to scale), the sprinkler systems, and the location, size, and type of vegetation.

Plans for future tree removal are being prepared for Board consideration.

d. Recreation Committee. Chair: Debbie Hoxit, Chair. The 2018 Egg Hunt, held Saturday, March 31, was a big success. Elena Guinn provided an after-action report. This should be a help for whoever heads up the 2019 event.

The summer BBQ will be held August 4 (the best date for the available volunteers). Michelle is the lead.

The Garage Sale will be 27 – 28 July (with Sunday, July 29 optional). Debbie is still working to identify leads for the other 4 adjacent neighborhoods.

Elena also brought up the Newsletter (due to go out the end of June). In the past she has roughed the document, with input from various sources. Bill Moneer has the “Publisher” software that has been used to create the final document. We need to find a replacement for Bill (possibly Michelle?). Articles should include: garage sale, picnic, the need for volunteers, initiation of fines, and on-line payments of Homeowner dues.

e. Webmaster. Dave Hill, Chair. Dave reported that the “hosting fee” for our web site was due. It is \$96/year and was paid for 3 years last time. The Board approved payment of the fee.

f. Emergency Preparedness. Chair: position vacant. No report. The program has been suspended until a volunteer coordinator/lead comes forward.

g. Mailboxes. Roger Fish, Chair. No new information.

4. New Business:

a. Credit Card dues payment. Several homeowners have requested a way to pay their dues electronically. Michelle has been researching options. She presented a variety of options to the board, some compatible with Quickbooks, some not. One option, “Pay Lee,” would give homeowners who wish to pay by credit card the option of charging their dues through Pay Lee for a 3.5% transaction fee. There would be no cost to the Association and the funds would be transferred by Pay Lee to our bank account. Michelle will write up a description for the next newsletter. It would take several months to set up the process, so the target is the first payment in 2019.

b. Sidewalk at 79th Street entrance. Areas of the sidewalk are uneven cracked and dangerous. Michelle will contact the City and see if they can help with the repairs.

c. Accessory Dwelling Units (ADUs). Article VI, Section 4 of the Covenants states: “Structures other than the primary residence, including but not limited to trailers, tents, garages, barns or other out buildings shall not be used on any lot at any time as a residence either temporarily or permanently.” So, detached ADU’s are prohibited in Bush Prairie. The primary means of catching this is through requests to the ACC to construct an out-building. ADUs are not currently mentioned in the ACC standards that Owners refer to on our web site when planning projects on their lots. Terry will draft an amendment to the BPHA ACC Standards.

5. Next Board Meeting. The next Board meeting will be held on Thursday, July 12, 2018 at 6:00 pm at Mike’s home, 1935 Arab Drive.

6. The meeting was adjourned at 7:35 pm.