

Kingsgate 5 Homeowners Association

January 7th, 2018

Board Members Present:

Royal Hanson
Susan Schilling
Ashley Gillen
Kelly McPherson
James Weinrod
Bill Keating
Alan Nelson
Lauren Johnson
Sarah Curde

Visitors:

Howard Heflin
J Heflin

Pool Report: Lauren Johnson and Ashley Gillen reported:

- The pool pass wait list has been opened.
- Pool pass renewal notices have been sent.
- The pool pass purchase rate has been raised \$25.
- 65 passes are being offered.
- Pool passes must be renewed by February 1st to qualify for swim team – this new date is per swim team requirements.
- The board agreed that due to the early registration requirement, pool pass purchasers may make 2 payments if initial payment is made on or prior to February 1st. The second payment must be made no later than March 1st.
- Lauren and Ashley met with the pool manager of High Woodlands pool – Crystal Lee. Lauren would like to make connections with the managers of the other area pools to learn how they do things.
- Lauren and Dan are currently working on prioritizing the leak, tile and floors.
- Cindy Klein reported that she gave out bonuses to 5 guards totaling \$1,200.
- The board agreed with Lauren that a lock box containing a key for vendors may be placed at the pool. Location to be determined.
- The bill from PSE for unlocking the electrical box after hours has been rescinded but is expected to be rebilled in the future, hopefully at a more reasonable rate.
- James Weinrod reported that he will be looking at the sound system to determining how to move forward with a fix for the issues of sound quality. He will also research camera options as cameras are high on the list of priorities. He and Dan will work together to solve the sound/camera issues.

A motion made by Ashley Gillen to approve the November 2018 meeting minutes was seconded and approved.

Treasurer's Report: Ashley Gillen reported:

- The homeowner who previously asked to have lien penalties removed paid her back dues in full.
- The tax return has been filed.
- \$15,000 was transferred from the reserve fund to checking to pay the balance of the tennis court.
- There have been no changes to the 2019 proposed budget since the November meeting.
- The 2019 annual dues billing has been mailed.
- Ashley followed up with APOL landscaping about the sidewalk clean up. She was told they will complete the project when they have time. To date there has been no bill for the work done.
- The number of delinquent lots is slowly becoming fewer.

A motion made by Kelly McPherson to accept the Treasurer's Report was seconded and approved.

There was continued discussion of the possibility of obtaining a loan to fund a new playground/park improvement.

- Ashley gave an update of the loan process. Due to an maximum 8% delinquent policy required by Mutual of Omaha (M of O), the application was denied. K5 HOA delinquent rate is higher than that.
- M of O suggested we change our collection policy and not allow quarterly payments.
- There was discussion of how we collect dues and whether that should change in the future. One possible option would be to bill on January 1st, allowing visitor pool passes for those paying in full by January 31st. Full payment would be due no later than April 1st with the thought that some may use tax refunds to pay dues.
- Homeowners are encouraged to contact the treasurer if payment of the required homeowner dues is an issue.
- Ashley also contacted First Financial Northwest – a handout was provided outlining the provisions required, including 20% down with varying rates of 7.25%, 6.75% or 6.25% depending on the amount of reserves required to be deposited, ranging from \$100,000 of reserves to all reserves, with First Financial.
- This offer expires March 20th and the board expects to decide on this at the February meeting.

- Ashley will continue to investigate loan options and has contacted 3 other institutions but has yet to hear back.

Park Report: Bill Keating reported:

- Signs of “no trespassing” and “no dogs allowed” have been installed.
- There was discussion of how to allow homeowners access to the courts via the combination lock. It was decided that a sign on the fence will direct potential users to an email address where homeowners can send a request for the code. Name, address and lot number will be required to gain information.
- Ashley will contact our insurance company to find out if reimbursement is possible for the sign that was demolished by an uninsured motorist.

Maintenance Manager Report: Dan Lund was unable to attend the meeting but sent in a report as follows:

- Locks and chains were welded to two of the tennis court gates (Mayer Mobile Welding). Not the most artistic welding I've seen, but functional. I plan to leave the other gates (northmost, with un-welded lock and chain) permanently locked, no need for four points of entry. Anyhow, the combinations are "2018", they can be changed, but The Board needs to decide when we want to start locking the gates? The Board email is on the larger sign at the south tennis court gate saying "...please contact if you have any questions about access..." (paraphrasing). So, when you're ready for emails let me know and I'll go lock the gates, or feel free to lock them if you're up there and we know Board is ready for some emails.
- Pool Mechanix (Rob) will be starting the pool "leak fix" on the 15th around 8:30am. I'll be letting Rob in, and heading to my regular 9-5 job.
- Wondering if we have any spare keys around? I'm not sure how many days of work it will be and can't be there to let him in or check on doors each night. I'm considering looking into a slightly more hi-tech way (or just a low-tech key box) that we can share with vendors that need access, have we discussed this before?
- D'Young's Plumbing (Guy) is coming out to provide an estimate on, 17th at 9am, regarding any necessary drain or toilet work that will need to be done as we go forward with new floors. The flooring guys are ready to go, as of email last week, but we're prioritizing the pool leak fix first (#2 above). If you have another local plumbing person you'd like me to get estimate(s) from let me know. I don't want a "big" company, unless they are locally based. I want to know who is coming (for any future needs) and that it's not the latest kid they hired that will need tons of hand holding each time.
- New sign at 124th and 149th, waiting on sign to be built (Sign Pros), I believe we've given them the deposit to start, and expect it ready for me to install by end of Jan.
- My semi-permanent boards along bottom of fence, and re-distribution of gravel, seem to be holding most of the gravel on the basketball court and not splashing it into the tennis court. When I find time, I still plan to get larger-ish pavers (and more gravel or sand) and level out that

trough to essentially cover the gravel and prevent ankle injuries if someone were to jump at the edge of existing concrete.

Compliance: Alan Nelson reported:

- He enquired about the home that is being rented out as an Airbnb. He talked with the occupant of the home – who is believed not to be the owner – who said he has permission from the City of Kirkland to rent to others. Alan informed him of the HOA rule that homes are single family occupancy. When Alan returned to the Airbnb site, the listing had been removed.
- Ashley contacted Morris Management for help with compliance but has yet to hear back.
- Kelly McPherson and Susan Schilling asked about the house near the water tower that has unpainted siding. They believe it is required by the covenants that the painting should be completed.

Recreation Report: Kelly McPherson reported:

- Several people have asked about the Holiday Light contest, but it was decided that since last year's winners have never picked up the gift card prizes, the contest will not continue.

Old Business:

- Homeowner J Heflin would like there to be a weekly communication sent from a list serve. She passed out a sample of what she would like to see, which included upcoming community events, items for sale and services. She will write the weekly mailings as well as field questions and comments from homeowners. Jonathan McPherson will work on the initial set up, but it will be the responsibility of J to maintain ongoing postings. The board had some concerns with a weekly mailing diluting the interest in mailings from the HOA and concerns with personal information compromises. After discussion the board agreed to give the idea a try and will announce it at the annual meeting.
- Ashley reported that the attorney working on our By-laws will attend the annual meeting to give an update and take questions.
- The board agreed that there will no longer be a Member-at-Large board position. It is believed that each board member should have a job or task on the board instead of trying to decide who will take on tasks that fall outside of named titles. The titles moving forward will be:

- President

- ▣ Vice President
- ▣ Treasurer
- ▣ Secretary
- ▣ Park
- ▣ Recreation
- ▣ Pool
- ▣ Communication
- ▣ Compliance

New Business: There was general discussion of the upcoming 2019 annual meeting.

- Cindy Klein offered to bring cookies, water and coffee.
- Ashley will bring copies of the sign-in sheet, budget and financials.
- Royal Hanson will bring copies of the agenda.
- Susan Schilling will bring copies of the 2018 meeting minutes.

A motion made by Alan Nelson to adjourn at 8:28 pm was seconded and approved.

The February meeting will be