

## Kingsgate 5 Homeowners Association

June 3<sup>rd</sup>, 2019

### Board Members Present:

Royal Hanson  
Susan Schilling  
Ashley Gillen  
James Weinrod  
Bill Keating  
Alan Nelson  
Sarah Curde  
Tracy Joshi

### Visitors:

Howard Heflin  
J Heflin  
Donna Smith  
Jeff Campeau

### Gator Representative:

Pam Zackula

**Gator Report:** Gator swim team representative Pam Zackula reported:

- The season is off to a good start.
- The final roster number of swimmers is 116.
- Saturday, June 8<sup>th</sup>, the Gators will host the Kingsgate Invitational Swim Meet. This event will be held at the Kingsgate 3/4 HOA pool.

The minutes from the May 6<sup>th</sup>, 2019 meeting were presented. Corrections noted were as follows:

- Under "Board Members Present", the spelling of Traci was corrected to Tracy.
- The 3<sup>rd</sup> bullet point under "Pool Manager Report" was corrected striking the first 4 lines and was written as "the board discussed hiring personnel for pool staffing".
- Under the first bullet point of "New Business", the word "renters" was added.
- Under the second bullet point of "New Business", the word "not" was added to indicate that a form will not be necessary for renters to use the pool.

**A motion made by Ashley Gillen to approve the May 6<sup>th</sup>, 2019 meeting minutes as amended was seconded and approved.**

A special meeting was held on May 22<sup>nd</sup> in order to discuss the unexpected move out of state of the current pool manager as well as an insurance issue. **A motion made by James Weinrod to accept the May 22<sup>nd</sup>, 2019 Special Meeting minutes was seconded and approve.**

**Treasurer's Report:** Ashley Gillen reported:

- The 2<sup>nd</sup> payment has been made for the playground renovation loan.
- The insurance company paid the claim for the entrance sign that was destroyed by a drunk driver.
- Cindy Klein is working with PSE to settle the bill from PSE for opening and closing the electrical box last year. The original bill was for \$2,700 which the board agreed was exorbitant. PSE has

billed the electrician although the amount should be billed to K5 HOA. Currently PSE has lowered the price of the bill to \$1,800, although there is no itemization. Cindy will contact PSE and ask for an itemized invoice and this will be discussed at the next board meeting.

- Letters have been sent to all homeowners who are over 1 year behind in dues informing them to either pay what is due or a lien will be placed on their property.
- There was general discussion and explanation of the Treasurer's Report.

**A motion made by Tracy Joshi to approve the Treasurer's Report as presented was seconded and approved.**

**Pool Report:** Lauren Johnson was unable to attend the meeting but sent a report as follows:

- Opening has been great! We are finding a lot more traffic in these opening weeks than in the past, wondering how much the additional pool passes we sold (73 total) are impacting the crowds. Also, nice weather obviously has to do with it. ;)
- Sign in process is smoothing out. People are eager to follow new rules and participate in making the pool a safe and fun environment.
- Needing to buy more chairs with more crowds.
- Needing to buy new shelter for next year (Costco has one for \$300 right now).
- CPR course went well, I think we ought to invest in an AED defibrillator. \$2-3K investment. We worked with them in the course and it could really support the lifeguards in a potential drowning obviously. Maybe next year?
- Ice cream and new snack sales are soaring! I've gone with generic brand of ice cream, keeping up on the chips and goodies has been going well— all concessions at \$1 makes it easy.
- Lots of great feedback about speakers, floors, entry. YAY!
- Gators, all is good! Looking forward to first meet 6/18
- There are quite a few new guards this year and overall, she is pleased with their performance as they learn about the job.
- Pool chemicals and water are great! I feel more and more confident every day about making the pool function.
- My move—we have put an offer on a house in Boise. Timeline is still intact (last day of work July 20th, move August 5th), however we have talked about an earlier departure date if it came to it. I will keep you informed as we navigate the move.

The board members present discussed Lauren's report and plan to budget for an AED in 2020. Sarah Curde will follow up on the possibility of a grant program through the City of Kirkland to obtain an AED. Wednesday nights from 8:00 to 9:00 pm will be for adult swim.

**Maintenance Report:** Dan Lund was unable to attend but sent a report as follows:

- Someone took care of most of the couch that was in the park... (thanks Bill!?!), I stuffed the rest of the cushions into trash and took out another load of old bottles and cans.

- Odds and ends at pool right now: some touch up painting, a couple of blue tiles in skimmers to re-attach, shower knob is missing a screw, yard tool rack to hang inside the shed to get these tools out of pump room, cut up some more broken plastic chairs for recycle, etc.
- I was just up at pool with Tova, trying to figure out why pressure washer is not getting pressure... (it is running great otherwise...) Dalco said they'd be happy to do a free 10min inspection, but I won't have time to get it up there until this weekend probably. It was running less than 2wks ago, so likely not "bad gas" at this point. Anyhow, if someone is really excited about dragging a pressure washer to Lynnwood let me know, really wish we had another option that wasn't so problematic (as all gas tools are...) but haven't come up with one that works as well.
- And yes, second to what Lauren is saying, Tova is not yet pool manager material but she is one heck of a lifeguard and very dedicated to figuring out how to keep things looking great up at the pool!

**Park Report:** Bill Keating reported:

- He has spoken with Dan Lund about the loose gravel on the new courts and Dan will take care of the issue.

**Compliance Report:** Alan Nelson reported:

- After a compliance letter was sent, he noticed a homeowner trimmed back a large hedge that was overtaking the sidewalk.
- After talking with the insurance company, he will get information on the drunk driver who destroyed one of the entrance signs as they may seek reimbursement from the driver.

**Recreation Report:** Tracy Joshi reported:

- After advertising on Offer Up, Craig's List, and Facebook, as well as signs placed at the entrances to the development, 11 homeowners participated in the Annual Garage Sale.
- She has 5 movie nights planned for the lower park area.
- There was discussion of a new playground opening celebration. As a firm completion date has not been established so no concrete plans have been decided at this point. There will most likely be snacks.
- She has found a volleyball set but will search for a less expensive model and plans to initiate Wednesday volleyball games in the park.

**Old Business:**

- The playground is still on schedule.
- Ashley Gillen explained some of the issues she is having with the Northwest Playground Equipment, Inc., including the discovery of blacktop beneath the sand which the company said would require another \$3,500 – Ashley disagreed and believed they had ample time and opportunity to examine the play area before work began. They should have known it was there.
- The picnic shelter was deemed unsafe by the playground company and was demolished and removed.

- An issue with a temporary fence has been resolved.
- The storage closet is getting full of signs, a computer monitor and file cabinet. After discussion, it was decided that some of these items will be removed.

At this point, the board members closed the meeting to discuss personnel issues regarding hiring a new pool manager.

- There were 3 candidates that expressed an interest in the position – 2 of which submitted resumes.
- Candidate 3 decided against applying for the position after learning more about the salary.
- After discussion on Candidates 1 & 2, it was noted that Candidate 1 lives some distance from the pool. As this position requires an on-call presence it was agreed that someone who lives closer to the pool would be a better fit.
- Candidate 2 lives in the neighborhood, has school aged children, is a PTSA President, and can start immediately.
- After discussion by the board and a recommendation from Cindy Klein it was decided that Candidate 2 would be a better fit for this position.
- After discussion of budgeting it was agreed that after the upcoming 3<sup>rd</sup> grade swim, Lauren Johnson will be released from the manager position to allow her to prepare for her upcoming move.
- Cindy Klein will train the new manager.
- The new pool manager will be offered the open board position.

**A motion made by Ashley Gillen to hire Candidate #2 was seconded and approved.**

**A motion made by Royal Hanson to offer \$23 per hour for the new pool manager was seconded and approved.**

**New Business:**

- Visitor and homeowner Jeff Campeau introduced himself and expressed his interest the open board position. He would like to get involved and help build community. No decision by the board was made.

The meeting adjourned at 8:17 pm.

The next meeting is scheduled for July 8<sup>th</sup>, 2019 – 6:30 pm at the pool.

Approved July 8<sup>th</sup>, 2019