



Meeting Minutes Board of Directors Meeting February 23, 2016, 7:00PM

Pursuant to notice duly given a regular meeting of the Board of Directors of the Mountain Park Home Owners Association was held at the Clubhouse on Tuesday, February 23, 2016. Present at the meeting were Directors Lazaris, O'Connor, Sangrey, and Slaven. Executive Director, Carol Cook was also present. Directors Dod, Kyle, and Price were absent.

Call to Order - The meeting was called to order by President O'Connor at 7:00PM.

1. Appeals to the Board

- a. 13 St. Helens Circle – the owner's attorney represented her in the appeal of a Common Property Encroachment Waiver granted to the owners of 12 St. Helens Circle's. The Board discussed the waiver and the Legacy Landscape Policy. The Board agreed that Mt. Park owned the retaining walls that had been discussed by the Common Property Committee as being part of the waiver. **Director Sangrey made a motion to deny the appeal. Director Lazaris seconded the motion and upon vote by the Directors, the motion passed (4 Yes-0 No).** The Board informed the attorney that the owner of 13 St. Helens Circle would, per policy, complete a detailed Common Property Work Request if she wanted to make changes to the retaining wall and existing landscaping on Common Property between 12 and 13 St. Helens Circle. The Board informed the attorney, as part of the process, owners are requested to solicit input and approval from their neighbors.

2. Visitor Comments & Letters to the Board

- a. 138 Del Prado – The Board reviewed a letter sent by the owner updating the Board on the status of his remodel progress. Owner is requested to make monthly updates to the Board until the project is complete.

3. Reading and approval of minutes– Director Sangrey made a motion to accept the February 8, 2016 minutes as written. Director Lazaris seconded the motion, and upon vote by the Directors, the motion passed (4 Yes-0 No).

4. Reports

- a. Executive Director – January KPI and January financials report was deferred to the next meeting due to waiting for the auditors to close out the year-end financials.
- b. Architectural Review Committee – February report. **Director Sangrey made a motion to accept Cackie Kyle as a member of the Architectural Review Committee. Director Lazaris seconded the motion, and upon vote by the Directors, the motion passed (4 Yes-0 No).**
- c. Homecare Subcommittee – February Report; Untenanted Houses, Condo, and Violations reports. Director O'Connor also reported that the Committee is seeking

solutions to a significant parking issue as result of Touchstone School staff parking along Touchstone and Botticelli.

- d. Clubhouse Committee – February report. Director Slaven requested that a listing of Reserves involving Clubhouse projects be sent to the Clubhouse Committee for review for the current year.
- e. Governance Committee – February update.
- f. Reserve Committee – February report.
- g. Finance Committee – no report.
- h. Common Property Committee – February report. Director Sangrey informed the Board that Chairman Sandblast retired from the Committee but would be staying on for a few months as we transitioned to a new Chairman.
- i. Yard Debris Sub-Committee – The Board review the Yard Debris tracking report. The Board agreed that a report from the Sub-Committee would not be needed in future meetings.

5. Old Business

- a. Governance & Policy Manual – Kudos were given to Directors Sangrey and Slaven for their work on the Policy Manual. Director Sangrey reported that the next step would be to set time aside at the April meeting to further discuss the Manual as well as how to communicate the document to homeowners. **Director Slaven made a motion for the Board to approve the Election of Officers policy of the Governance & Policy Manual since the 2016 Election was coming up in March. Director Lazaris seconded the motion and upon vote by the Directors, the motion was passed (4 Yes/0 No).**
- b. Annual Meeting Presentation – the second draft of the presentation was reviewed by the Board.
- c. 9 Juarez Foreclosure – The Board requested that a more detailed update be given by the attorney.
- d. Seismic Evaluation – Director O'Connor gave an update on the consultant's Seismic Evaluation, including that the evaluation was well done, there were no more questions from the Board, and the next steps would be to get an construction company's order of magnitude estimate of costs to address the high priority areas.

6. New Business - none

- a. Red Cross Shelter – Executive Director Cook reported that the Red Cross had approached Mt. Park to sign a contract to be an emergency shelter for the Red Cross. The Board agreed to defer discussion to a future meeting.

Adjournment – At 9:00PM., the meeting was adjourned.



Secretary Treasurer