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Board of Directors Meeting Minutes

Tuesday, July 25, 2023

5:30 pm, In the Clubhouse

NOTE: THE AGENDA SAYS

KING CITY CIVIC ASSOCIATION

GENERAL SESSION BOARD MEETING

NOTE: The Agenda does not state

"Board of Directors Meeting.

Our governing documents template
refers to the proper title.

It has been corrected in the minutes.

Call to Order: 5:30 pm By President Jim Minor.

PLEDGE OF ALLEGEANCE Said (not on the agenda)

Roll Call of Directors: Jim Minor, Bryan Daum, Melanie Sagebear,
Mike Ceccanti, Michelle Faber.

PLEDGE OF ALLEGEANCE was said.

NOTE: All passed motions were voted on by directors present.

AGENDA APPROVAL MOTION: Is missing therefore the Secretary did not motion for the Board to approve the agenda for July 25, 2023, & July 11, 2023.

MEETING MINUTES: June 27, 2023(updated) June 30, 2023

On the above dates the Administrator was taking the minutes. These minutes are not updated as of today. The Board has submitted changes to the minutes referred to in the above-mentioned.

NOTE: THE SECRETARY did not motion to approve the minutes.

NOTE: *Bylaws Article V, Section 7. Secretary.*

APPROVED

Monday- Sandra Dunbar – 12-1 pm

Tuesday- Steve Glass – 12-2

Wednesday- Jim Gorman- 12-1

Thursday- Wendy Pascal- 12-1

Friday- Mary Maney- 12-3

LARC will schedule the use of the Marshals cart for these rounds.

PLEASE NOTE: Jim Gorman is not the woodshop Chair or person of contact.

No Pool Report.

No Greens Report.

No Clubs and Amenities Report.

No Hello Neighbors Report.

APPROVED

OPEN FORUM: Several Residents were provided the opportunity to address the Board

Unfinished Business:

Board Member Appointed:

The Board of Directors has appointed Chris Walbridge to serve the remaining term of the vacancy, Term ends June 2024

1. Office Computers- NextTech has submitted the following proposal for new office equipment, including a central server, and office computers.

2. NetVendor- A third party verification service, NetVendor, performs insurance verification and background checks of vendors at no cost to the Association to remove the liability of uninsured contracted professionals. Vendors will pay \$119.00 annual service fee to register with NetVendor. Management recommends a third-party verification of all contracted vendors.

3. HomewiseDocs.com Update- The Board previously approved the expense of NTE \$5000.00 to contract with HomewiseDocs.com, a third-party service providing Realtor demands. Management has met with the vendor and learned the service is an income stream at no cost to the Association. Management invites the Budget/finance Committee Chair to attend the onboarding meeting to discuss price setting for new service. This is a free service for the Association.

4. Per Unit Assessment- The President has submitted this to be discussed by the Board. This would mean a change in the current Bylaws reading per individual.

6. Homeowner Correspondence. Tabled.

FINANCIALS:

- a) Balance Sheet & Delinquency Report. June 30, 2023 NOTE: Board Members are required to review full Association financials monthly. The Delinquency Report is provided as a summary only; for any discussion, please adjourn to a closed Executive Session. to review full Association financials monthly. Emailed separately to all Board Members.

NOTE: This information is required to be in the Board Packet per, Resolution 2012-305 Board Packet. Until such change takes place, we are required to adhere to our Governing Documents.

ADMINISTRATION:

As Secretary I am unable to assemble a true record of events.

I will be calling for approval of the minutes for July 25, 2023. I pray a director will take note that the minutes are incomplete and will motion to amend. It is my hope I will be able to rectify this issue by the next meeting.

Meeting Minutes:

All committee minutes are missing.

House Committee:

- a) Crown Center Carpeting- The Committee has submitted the proposal, From Floors with Flair Carpeting service \$5739.18 GL code 5001. Board Approved
- b) Spa Pump Repair- Cascade Pools has submitted the proposal for a replacement spa pump. Cascade Pool Spa Pump \$1069.80 GI Code 5606. Board Approved.
- c) Crown Center sidewalk repair- Concrete Solution gave a bid of \$3156.00 to lift the sidewalk as a recommended repair. Board Approved.

LARC Committee:

Discussion on LARC responsibility as far as Par 4 property lines are located. Steve has come up with a form we will use to track homes being sold to make sure they are in compliance.

Question. Who is responsible for the weeds and Ivy that is growing over the stop signs on, 124th and 128th and Monoco?

Trip hazards on King City sidewalks also curbs that are damaged. LARC would like to spray orange paint as a visual warning of hazard. Steve suggested we get three different bids for concrete services and offer them to homeowners who are responsible for the sidewalk in front and on the side of the home's property lines. The city has the responsibility of the streets, curbs and drains.

LAEC Requests an email to community that we are looking at the sidewalks and would like to paint them?

LARC Chair has a schedule for the following property checks

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