
WEST PARK COMMUNITY ASSOCIATION

Minutes of the West Park Community Association (WPCA) Board of Directors Meeting, November 21, 2023

The WPCA Board of Directors held a special meeting on November 21, 2023 at 10418 Headly Ct.. The meeting was called to order at 8:45 p.m.

Attendees: Johny Ramia (President), Mike Yang (Vice President), and Dan Clark (Treasurer).

Treasurer's Report:

Treasurer Dan Clark reviewed the progress on updating the HOA's 2017 reserve study. He is still working on the details, but reported that the financial planning data in the study were still valid, and that the needed annual contribution of \$2050 was sufficient for the near term. The members of the board agreed that we needed to monitor the condition of the playground equipment and make sure it remains safe.

Dan reviewed the budget for 2023:

- All dues were collected this year, but Dan had a particular problem contacting one of the residents.
- This year we had increased our fee for generating disclosure packets (as allowed by the DPOR regulation). Because of that and the number of house sales in our neighborhood this year, we brought in an extra \$500 from this item
- We had a lot of tree expenses this year, with only two trees cut down. One was an emergency response call, for a tree threatening the common walkway. Another was a very large dead oak next to a resident's house. Our budget item for trees was \$2500 and our expenses ended up being \$2980. We are allowed to go \$400 over a line item with board approval, and we elected to go the additional \$80 which would be reviewed at the fall meeting.
- Last year we were able to verify the existence of an old lien on 10423 Headly from 1985, for nonpayment of dues. Even though the dues were eventually paid in 1986, the then-president never removed the lien. We spent \$375 to have the lien removed. (just in time for the sale of the house)
- Dan elected not to do the asphalt repair work that was budgeted last year, due mainly to uncertainty with the tree expenses. He moved that expense for next year but did move \$2050 to the reserve account as specified in the reserve study plan.

Notes for the draft 2024 budget:

- Dan proposed one more 10% dues increase to \$121/year, hopefully the last before we just need to adjust dues for inflationary costs. We need to profit around \$2000 every year for planned reserve expenses; this year we profited around \$1800. So we are very close to where we need to be.
- Due to our aging trees, Dan proposed an increase to the tree budget item to \$3000.

- Since it was not done last year, there is a line item for \$6000 of asphalt repair work.
- All other expenses are in line with previous years.

The directors unanimously agreed to have the proposed budget presented at the upcoming members meeting.

OLD BUSINESS:

Chili cookoff: We were happy to report that the chili cookoff was held on October 21st of this year and was a great success. Many new residents have moved in since the past party and were able to attend. Many thanks to Joy & Mike Yang (and their kids) for being the organizers and border collies for the event!

Website hosting: We discussed the website hosting service currently used by the HOA (Blue Host) and agreed that while it was not perfect, it was adequate for what we need to do. We discussed the possibility of asking the residents for a webmaster volunteer. Dan had looked into another service from a company called hoospace.com, and while it could supply some good features, it was more expensive than what we currently pay and would not have given us our own kpwwpca.org domain name nor an email hosting service.

NEW BUSINESS:

Annual Meeting: The annual meeting will be targeted for December 13, 2023 at the Oak View Elementary School. President Johny Ramia will investigate weekday evenings when the cafeteria is available and request the reservation. (edit: Johny was successful in reserving the Oakview library for 7:30 pm on December 13)

The agenda for the meeting will include:

- Review and approval of the minutes of the last meeting
- Presentation and approval of the financial report and proposed 2024 budget
- Election of Officers
- Any other matters raised by the members

The meeting was adjourned at 9:32 p.m.

Respectfully submitted,

Dan Clark

WPCA Treasurer