

**Minutes  
Workshop and Executive Meeting  
Board of Directors, Meadowlakes Property Owners' Association**

**Workshop, January 2, 2018**

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**Executive Meeting, January 9, 2018**

**Workshop, 1/2/18:**

The meeting was called to order at 6:00 p.m. by President Joe Summers.

Board members Richard Salinas, Gerry Mason, Joy Marcou, Mel Hazlewood and Joe Summers were present. Jason Hohenberger and Jerral Wafer were absent. Four residents were also in attendance.

Mel Hazlewood presented minutes of the December 2017 workshop and monthly meeting for review before final consideration at the next executive meeting.

Gerry Mason gave an update on the Meadowlakes drainage project. He reported that the new culvert on Broadmoor St. will be plastic pipe instead of concrete; that it will have an equivalent amount of flow; that it will be placed within the same space allocated for the concrete culvert; and, that the cost will be within the allocated budget.

Gerry also reported about plans for the Dollar Children's Park. He said that he had discussed the plans with surrounding home owners and that responses were favorable. He emphasized that no plants poisonous to birds or domestic animals would be used.

Gerry also gave an update on the "Pocket" Park on Firestone Drive. He reported that Tom Stueckroth, a city employee, was drafting landscape plans and that a drawing should be ready for the regular meeting. In response to questions, he said that irrigation and electric will be installed at the site and that landscaping will include hardscape, trees, grasses, plants, rocks and benches.

Joe Summers reported that there was no December meeting with the mayor and city manager.

Joy Marcou presented the treasurer's report. She noted that about  $\frac{1}{2}$  of the annual fees for use of the storage facilities had been paid and that late fees would be assessed to anyone not submitting payment by 1/12/18. She asked about cost increases on the Dogleg Street fencing. Gerry replied that the increases were based on an increase in the scope of the project, which expanded to replacing all fencing instead of just part of it. Joy additionally pointed out that some money (\$250.00) had been left in the First Responders Park budget.

Jason Hohenberger was not present for the report on the storage facility.

Richard Salinas gave the report on celebrations and special events. He said that the sponsors for this year's Christmas decoration contest would also sponsor it next year and that more sponsors were likely to come on board. He and other members also talked about the prizes that were awarded to winners. He also talked about the approaching John Arthur Martinez event.

Gerry Mason gave the maintenance report. He said that the POA owned two other small strips of land in the city and that plans would be made to landscape these. He reported on some property on the Dogleg project that could not be fenced because it was within the flood plain and that federal law prohibited it.

Jerrial Wafer present for meeting.

Jerrial reported that the security guard staff had been hit by illness in the past month.

The board decided to include the same matters discussed at the workshop in the agenda for next week's regular meeting.

Gerry Mason will give the prayer and Joy Marcou will lead the pledge.

Jerrial Wafer made a motion to adjourn. Gerry Mason seconded. The motion was unanimously approved.

### **Executive Meeting, 1/9/18:**

President Joe Summers called the meeting to order at 6:00 pm.

Six members were present: Joe Summers, Mel Hazlewood, Richard Salinas, Joy Marcou, and Gerry Mason. Jerrial Wafer and Jason Hohenberger were absent. Five residents were also present.

The prayer and pledge of allegiance were given.

Minutes of the December 2017 meetings were presented. Joy Marcou moved their approval. Gerry Mason seconded the motion. The minutes were approved by unanimous vote of those present.

Joy Marcou gave the Treasurer's report and presented cash management and budget analyses for the period ending November 30, 2017.

Jason Hohenberger was not present to give the storage facilities report. However, Joy Marcou noted that the due date for timely payment of storage facility fees was approaching, and that several residents were delinquent and others had not completed the necessary paperwork. A late fee will be assessed to those not making payment by 1/12/18.

Jerrial Wafer gave the security report and said that 33 new parking decals were issued in December and that 8 had been issued to date in January. He also said that the water pipes to the security shack had frozen and needed insulation.

Richard Salinas gave the report on celebrations and special events. He said that the Christmas decoration contest had been accepted well and that the John Arthur Martinez event had been successful as well, with over 80 attending and many of those purchasing food and beverages.

Gerry Mason deferred the maintenance report to the Old Business part of the agenda.

#### **Old Business:**

Gerry Mason reported that more concrete work was needed on the Broadmoor drainage portion than previously anticipated and that the cost increase would likely approximate \$100,000. He will meet on this with representatives from the city and contractor and report back at the February meeting.

Gerry distributed a draft proposal for the landscaping at the "Pocket" Park on Firestone Drive. He will discuss it with residents and report back.

Gerry said that he was proceeding with plans on the Dollar Children's Park.

**New Business:**

No new business was discussed.

**Citizen Comments:**

The board and citizens present had a general discussion about reserve funds and what amount of POA funds, if any, might be considered as "reserved." No consensus was reached and no decision was made.

**Next Meeting:**

The board will meet next in a workshop on February 5, 2018 and in executive meeting on February 13, 2018. Both meetings will begin at 6 p.m. at the Meadowlakes City offices. The board agreed that the following matters will be discussed:

1. Update on drainage issues;
2. Update on plans for Dollar Children's Park; and,
3. Update on landscaping vacant lot north of intersection of Firestone Drive and Preston Trail.

**Executive meeting:**

The board met in executive session to consider personnel matters and related board policies and considerations.

Resuming the regular meeting, Florence Schulman reported that the Welcoming Committee visited 6 new residents since the December 2017 meeting.

Gerry Mason moved that the board adjourn. Richard Salinas seconded. The motion was unanimously approved.

The next workshop will be on February 5, 2018 and the next executive meeting will be on February 18, 2018.

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Joe Summers, President

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Mel Hazlewood, Secretary