



## **LATITUDE 49 RESORT PARK**

### **BOARD OF DIRECTORS – REGULAR BOARD MEETING**

**DATE:** Tuesday, February 17, 2015  
**PLACE:** Latitude 49 - Office  
**TIME:** 9:00 AM

#### **CALL TO ORDER**

Vice President Ken Gunderson called the meeting to order at 9:00 A.M.

#### **PRESENT**

Don Schleuse - President [via phone]  
Ken Gunderson – Vice President  
Lynn Button, Secretary [via phone]  
Cindyrae Mehler – Integra

Ann Archer - Treasurer  
Jim Johnson - Board Member  
  
Tiffany Holmes - Integra

#### **PAST MEETING MINUTES**

Motion to approve November 18, 2014 Regular Board Meeting Minutes and Executive Board Meeting Minutes by Jim Johnson; 2<sup>nd</sup> by Ann Archer; and, Motion carried.

#### **INTEGRA REPORT/FINANCIALS**

Cindyrae Mehler reported the financial standing through January 31, 2015, reflecting the following: Whidbey Island Bank operating account balance was \$68,540.81; Reserve account of \$229,570.10, for a total bank of \$298,110.91. We are currently running under budget.

Cindyrae Mehler stated park inspections have reflected very few lots out of compliance, and lots out of compliance have been notified. A reminder to store items properly [out of sight and not in carports] will be included in the Spring President's Letter.

The Board moved to Executive Session at 9:05 am to discuss delinquency roll and Late Fee Request. Regular Meeting reconvened at 9:35am.

#### **TREASURER'S REPORT**

NONE

## **COMMITTEE REPORTS**

▶ **ARCHITECTURAL.** Ken Gunderson reports there have only been two [2] requests since November and both requests have been approved. Ken would like to remind everyone, if they have an Architectural request that has been approved; work needs to be completed in the allotted time frame. If the work is not completed within the time frame, a new request will need to be submitted and re-approved.

▶ **ACTIVITIES.** Ann Archer reports the activities account at Bank of America has been closed out and funds have been transferred to WECU. WECU account currently has \$2,112.86. Potlucks are scheduled for twice a month. There will be a Spring Fling scheduled this year to cover Mother's & Father's day. Helen Leber has a new phone contact list for anyone who is interested in one. As a reminder, table linens are not included in the rental of the Clubhouse.

▶ **GROUNDS & MAINTENANCE.** Jim Johnson reports the maintenance guys will schedule next month to complete a deep cleaning of the Clubhouse Kitchen. Maintenance will work in small areas of the lawn to put down moss kill in an effort to keep the grass healthy. Signs have been posted to remind Owners to keep their animals off the lawn during this time. New vinyl decals have been added to the maintenance truck, as the old magnetic decals were stolen.

### **Unfinished Business:**

NONE

### **Correspondence:**

Request received from lot #85 [LaCroix] asking the Board to review the street lighting because there are some areas that do not receive enough light. The Board will contact Lightning Electric to review options for light bulbs that are brighter and cover more distance.

### **New Business:**

1. Crack Sealing Bid: Bid received from Huizenga Enterprises to seal any cracks throughout the park. Motion by Lynn Button to approve Huizenga bid in the amount of \$1,542.87; 2<sup>nd</sup> by Ann Archer; and PASSED. INTEGRA will request bids from Huizenga Enterprise to restripe and stencil the parking spaces throughout the park and to install a speed bump at the front gate.
2. Playground Curbing: Bid received from Capstone in the amount of \$850 to install new concrete curbs around the playground and \$1,100 to install a new sidewalk to the maintenance building. Motion by Jim Johnson to approve the curb and sidewalk work not to exceed \$2,000; 2<sup>nd</sup> by Lynn Button; and PASSED.

3. Concrete Planters: The wooden planters around the clubhouse and pool are deteriorating and need to be replaced. A bid from Bodes Precast was obtained for five [5] aggregate concrete planters. Motion by Lynn Button to approve the purchase of five [5] aggregate concrete planters not to exceed \$600; 2<sup>nd</sup> by Ken Gunderson; and PASSED.
4. Pickle Ball Nets & Posts: Bid received from Pickle Ball Central for new posts, sleeves for the posts and nets. Bid does not include the drilling for the posts. Motion by Lynn Button to approve purchase of posts, sleeves, nets and core drilling of the holes not to exceed \$2,000; 2<sup>nd</sup> by Ann Archer; and PASSED.
5. Swing Set: The Board is reviewing the purchase of a new play set as the current play set is reaching the end of its useful life. The play set is slated in the Reserve Study to be replaced in 2019, but due to its deterioration will be stepped up for replacement in 2016.
6. Towing Signs: INTEGRA Management will pick up towing signs from Horton's Towing to be installed at the main gate, stub roads and fire lane gate.
7. Hot Tub Resurfacing: Bid received from Pyramid Pool in the amount of \$4,600 to resurface the hot tub. Due to scheduling, this project will be done after Labor Day.
8. Pool and Laundry Building Re-Roof: Joosten's Roofing will be contacted to schedule the re-roofing project for the Pool and Laundry Buildings. The price will remain the same as their previous bid from three [3] years ago; \$7,350 for the laundry building and \$1,280 for the pool building.

**Next Board Meeting:** The next OPEN Board meeting is scheduled for Tuesday, March 24<sup>th</sup> at 10:00 a.m. in the Latitude 49 Clubhouse.

There being no further business, the Board Meeting was adjourned at 10:15 a.m.

Respectfully submitted,

***Tiffany Holmes***  
***Property Manager***