

**WESTPARK OWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
March 2, 2023**

***Called to order*** at approximately 6:10 pm.

***Present:*** Board members Melissa Johnson, Heather O'Connell, Ken Pugh; Homeowner Peter Yan; PMSI Representative Crystal McDonald.

***Agenda Approval:*** The agenda was approved as presented by a motion duly made and seconded.

***Previous Board Meeting Minutes:*** The January 5, 2023 Board meeting minutes were unanimously approved as presented by a motion duly made and seconded. The February 2, 2023 annual homeowners' meeting minutes were reviewed for accuracy (to be approved at the next owners meeting).

***Financial Report:*** The February 28, 2023 income & expense statement and balance sheet were provided for review. Motion to close the savings account with Northrim, moving the funds to Alliance money market account, purchasing \$80,000 1-year CD, anticipated interest rate of approx. 4.25% interest, Heather seconds, motion carries.

***Winter Sidewalk Maintenance*** - Establishing new specifications for next season's winter sidewalk maintenance. This is a project for last summer/early Fall. At this time the Board will sit down with the current contractor and decide if continuing with the long-term relationship or putting the specifications out for competitive bid.

Westpark sidewalk to first house is being skipped. Homeowner (first house south entrance KFL, north side) commented that the sidewalk is not getting cleared all the way. The contractor stated it is because a homeowner is pushing their snow onto the sidewalk and the equipment cannot push through piles like this. The homeowner denied putting snow in this area and would like to get it cleared.

This homeowner also commented, in the summer months, the contractor does not entirely mow the grass at end of fence and near the stop sign. Management will speak with the contractor. Peter does not believe it is fair that Westpark is paying for maintaining the west side of Westpark Drive (stop at Deep Creek). Board will look into options.

**Business:**

***Bench Concrete Pads*** – Spring

***Officer Selection*** – Ken moves to table until complete board is in attendance, Heather seconds, motion carries.

***Committee Affirmation*** – Unanimous agreement to maintain the Architectural Review Committee members Adam Hays, Tom Kuckertz, Eben McWilliams. Unanimously agreement to maintain the Grounds Coordination Committee members Ray Hickel, Ken Pugh.

***Outstanding Design Review Applications*** – There were no outstanding design review applications.

***Next Meeting*** – The next Board meeting will be April 6, 2023, 6:00 pm, offices of PMSI with Zoom.

***Adjournment*** – There being no further business to discuss, the meeting was officially adjourned at approximately 6:45 pm.

*Duly approved at the July 6, 2023 Board of Directors meeting*