

Poulsbo Place II Homeowners Association
P.O. Box 1601
Poulsbo, WA 98370

June 27, 2018

Minutes of the Special Board Meeting to Select the Contractor for Common Area Renovation, and Related Issues

Call to Order: A special Poulsbo Place II Board meeting was convened at 7:00pm by Board Vice President Kent Salo. The purpose of this meeting was to select a contractor to perform renovations in the common areas of the HOA. Due to the confidential nature of the contractor proposal evaluation by the Board, and the financial issues involved, the meeting was restricted to Board member only.

Board Members Present: President Vicki Cunning was absent but provided her proxy to the Board Secretary. Board members Nate Sargent, Mark Smith, and Matt Lyons were in attendance.

Quorum: With four of 5 Board members present, and a valid proxy, a quorum was reached.

Business:

The Board discussed the forthcoming receipt of funds from the City of Poulsbo for the Central Highlands Builders deficiencies in the HOA common areas. A check for the full amount of \$51,398.82 is promised to us by the City. This will be available for pick-up at City Hall on July 5, 2018. It will be provided to Treasurer Nate Sargent for deposit to the Association account.

The Board evaluated the proposed contract with His Hands Lawncare for renovation of the common areas. The Board approved the contract and directed the Secretary to sign on behalf of the HOA. The contract with HisHands is for \$53,049.25 plus tax. Additionally, electrical services were approved to bring power to the future irrigation system master controller. The Board approved obtaining these services from Bird electric, and Puget Sound Energy. The additional funds needed for these services, beyond those promised by the City, were approved to be paid from the HOA operating budget. Exact figures are not known but are expected to be well within the \$10,000 budgeted for beauty bark, which was not used this fiscal year.

The Board agreed to put off the decision on specific landscaping of the common areas until the contract work is underway.

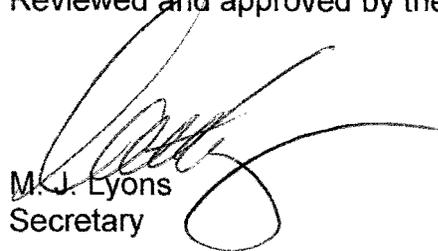
Adjournment: There being no further business, the meeting was adjourned at 7:25pm.

Respectfully submitted,



M. J. Lyons
Secretary

Reviewed and approved by the Poulsbo Place II HOA Board, September 4, 2018.



M. J. Lyons
Secretary