



**Board of Directors  
Special Meeting Minutes  
March 31, 2016  
(Teleconference)**

**Members Present:** Stephanie Waltman, President  
Kathy Carlson, Secretary  
Joe Carlson, Treasurer  
Dan Snelling, ACC  
Patrick Staffieri, Common Areas  
Kris Salo, Director at Large

**Members Absent:** Joe Willis, Vice President

**Meeting was called to order at 6:00 PM by Board President Stephanie Waltman.**

Board President Stephanie Waltman asked Pat to recap the steps he has taken to secure maintenance contracts on behalf of the Board, detail which was previously emailed to Board members. Pat explained that after reviewing services previously provided by various vendors, proposals and quotes were sought for landscape maintenance and playground equipment maintenance.

Following discussion, Pat recommended the following two proposals be accepted, one from Landscapes Unlimited which will provide park maintenance, park irrigation maintenance, trail, native and pond maintenance, and monument landscape maintenance; and from Mike Middleton for playground equipment maintenance to include monthly inspections of all components of playground equipment, lubricating, tightening bolts, etc., of said equipment, and will include an inspection sheet provided to the office monthly. Pat also recommended Mike's quote to repair the zip line tire and the staining of the pergola.

Landscapes Unlimited – Monthly Maintenance Fee \$3,041.67

Mike Middleton – Monthly Playground Equipment Maintenance Fee \$75.00  
Repair Zip Line \$115.00  
Pressure Wash and Stain Pergola \$595.00

Stephanie thanked Pat for all his time and effort to bring these proposals to the Board.

Kathy moved and Dan seconded a motion to approve the Maintenance Plan contract as submitted by Landscapes Unlimited for \$3,041.67 for a period of 7 months as stipulated in the contract beginning April 1, 2016 and ending November 30, 2016. The motion carried unanimously.

Joe C. moved and Kathy seconded a motion to enter into an annual agreement with Mike Middleton for playground equipment maintenance at the cost of \$75.00 per month, provided a Certificate of Insurance is delivered, and for the repair of the zip line at \$115.00 and staining of the pergola for \$595.00.

Kathy volunteered to prepare the agreement between the King's Deer HOA and Mike Middleton.

There being no further business to consider, Dan moved and Kris seconded a motion to adjourn. The motion carried unanimously. The meeting adjourned at 6:20 PM.

Minutes respectfully submitted by Kathy Carlson, Secretary

Approved: \_\_\_\_\_

\_\_\_\_\_  
Stephanie Waltman, President, King's Deer HOA

\_\_\_\_\_  
Kathy Carlson, Secretary, King's Deer HOA