

West Park Hills Homeowners' Association

*Monthly Board Meeting – March 3, 2026
Community of the Cross Lutheran Church*

Board Members Present

Rod Wooten, Brent Regan, Carol Pavlik, Roxanne Luick, Lisa Feldner (by phone). Absent: Wayne Evavold, Carol Pelzel

Board Members Absent

Wayne Evavold, Carol Pelzel

Call to Order

The meeting was called to order at 6:02 PM.

Homeowner Input

No one appeared before the Board.

Approval of Meeting Minutes - February

Brent motioned, Roxanne second, unanimously approved

Reports

President – Rod Wooten

- Potential legal issue with homeowner gutters. Bylaws state homeowners are responsible for gutters. Gutter Helmet is the contractor, charged the homeowner for replacement after roofs put on. Has been sent to our legal team to connect with the homeowner's legal team. Contractor's warranty says that anytime there's roof work done that the contractor must complete the work; if not, warranty is voided.

Treasurer – Carol Pavlik

- \$14,500 delinquency
- More homeowners 1-2 months behind on dues; longest delinquency is 4 months
- One foreclosure/lien/bankruptcy still in progress
 - Foreclosure – there's a party interested in purchasing; looks like the home is being cleaned for sale. Will need to write a check to West Park Hills for approximately \$6,000 – \$2K due and the rest is legal fees.
- Little activity from maintenance and grounds this time of year. \$13K sitting in the account.
- Carol created an updated investments chart. Next CDs are due in April, discussion at next meeting.

Landscape & Grounds – Lisa Feldner

- Republic delivered a new garbage cart to 10400, where the trash container went missing and cannot be found.

Maintenance & Architectural – Brent Regan

- Discussed with Troy Webber, to use his company, Tactical Advantage (TA), as the maintenance provider for the Association. Troy would get three (3) bids from potential contractors, vet the companies, and hold contractor accountable for the work. We would pay one bill to TA, like we did for the roof project. This approach would include more quality control in real-time. We would not get our own estimates and then go around him to hire someone one after he's done all the due diligence, i.e., he would ensure bidders are bonded, licensed, and insured, as needed. We would provide scope of the project; Troy would recommend contractors based on the specs and we would approve. The quote will be all-inclusive of Troy's fee.
 - Roofs aren't considered done until they are final inspected in the spring. Some issues with flashing. Brent and Rod will connect with City Hall on permitting with building inspector, plus State Farm's inspector will need to come out.
 - A homeowner reported their roof is leaking, Brent sent to Troy for review.
 - Smaller projects – Troy said may not be feasible, i.e., railings. Will look into a company called Lion's Share for their services.
 - Brent made a motion to make Tactical Advantage our project manager of choice, Carol Pavlik seconded, passed unanimously.
 - Board members should share thoughts, concerns, questions with Rod and Brent soon, hoping to get the draft contract to Larkin Hoffman for review by end of March.
- Rod wants to remind homeowners to maintain their units to avoid rushing into hiring a contractor that may overcharge.
- Aprons will be a priority this summer.
- Brent and Lisa will work together to see if one additional garage-located tree can be removed within the landscape and grounds budget.

At-Large –Roxanne Luick

- Recommendations for HOA management software – Would include features for homeowners to submit requests, pay dues, document repository for library of information, board can track treasury/budget items, and more
- Better provider option is PayHOA - proprietary software so we are unable get references from other HOAs
- Brent - would like document scanning capabilities
- Rod is looking at options for implementing the software selected, will be a large undertaking
- Set up a demo for the board when most board members will be present – May-June timeframe

Adjournment

Motion to adjourn, unanimously approved

Respectfully Submitted By

Lisa Feldner, Landscaping and Grounds