

**MINUTES OF EXECUTIVE BOARD  
PIONEER PLAZA COMMERCIAL TOWNHOMES  
ASSOCIATION, INC.  
JULY 12, 2021 – VIA ZOOM**

**Board Members:** Eric Roemer  
Rich Saperstein  
Mary Haskell

**Others Present:** Rob Harper, Toad Property Management

Rob of Toad Property Management called the meeting to order at 2:03 p.m. and confirmed a quorum with all board members participating. Rob explained the purpose of the meeting was to discuss the Budget prior to the annual meeting and also some other topics.

Rob explained a figure of \$8,000 had been estimated for repair and improved drainage in the parking lot and Eric volunteered to assist in any way he could to resolve the parking lot issues. Rob said he would be meeting with Lacy Construction to obtain their estimate. Rich expressed concern about spending money on a parking lot if it was going to be turned over to CB South in the future. Rob said Dom at CB South did not have any updates on the northern lot and Dom had once again stressed he wanted to work with Pioneer Plaza.

Rich suggested increasing legal in the 2022 Budget to \$5,000 to prepare for amending the Association governing documents, including the need to continue discussing the parking off-sets. Rob explained there was approximately \$38,000 in the bank account and Eric suggested reserve funds could be used for legal expenses associated with amending the governing documents.

Rich expressed concern about the lack of consistency in how the Pioneer board approves parking offsets for new projects. He firmly wants to establish guidelines to remove subjectivity so all members are treated fairly and equally. Given a prior approval of 2 spaces for a 4,750 sq ft lot, he proposed amending parking offsets using the calculation of 2,375 sq.ft. of lot size equal to one parking space (as used for a prior variance granted to an owner). It was mentioned that some parking spaces may want to be preserved for general parking and not all spaces used as parking offsets. Mary indicated that the POA has also offered a 10% offset. After discussion Eric agreed to confirm the square footage of the lots and the number of parking spaces identified by Norman Whitehead.

The Board agreed to redline the governing documents with proposed changes prior to reaching out to legal counsel for review.

Rob agreed to adjust the 2022 Budget to increase legal expenses to \$5,000 without increasing dues. Rich made a motion to approve the 2022 Budget with the legal expense change. Eric seconded the motion and it was unanimously approved.

Eric and Mary confirmed Clark had not yet conveyed the pocket parks on Glacier Way to the POA despite constructing the property. It was unclear if the road had been conveyed.

Mary said the condition of the parking lot in front of her property was in extremely poor condition and it was not acceptable to delay the maintenance.

After discussion it was agreed non-members would be charged \$250 per day parking fee for a semi-truck with an additional \$250 clean up deposit. It was agreed in each case a written proposal would be submitted to Toad detailing the number of trucks, length of storage time, clean up deposit and fees and provide evidence of liability insurance. Owners within Pioneer Plaza would be required to complete the same paperwork and would not be charged the parking fee. The information would be on the website.

Rich said a member had expressed concern to him that CB South had granted approval for projects with residential on three floors and currently considering a project with four floors of residential but Pioneer Plaza was not being allowed to do a similar thing. Rich was unaware of these projects but felt it would be important to raise at the meeting for board discussion. Mary agreed to recuse herself from these discussions but will reach out to Dom at CB South to find out more details of the two projects and include Rich and Eric in the email exchanges.

No response had been received from the CB South POA and Mary agreed to reach out to the CB South Board. Mary left the meeting.

Eric made a motion to adjourn the meeting at 2:57 pm. Rich seconded the motion and it was unanimously approved.

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Prepared by Rob Harper  
Toad Property Management