

**Fairwood Greens Homeowners Association
Monthly Board Meeting of Trustees
November 24, 2020**

President Bonnie Lyon called the monthly meeting of the Board of Trustees to order at 7:00 p.m. virtually at zoom.com.

A quorum was present. Trustees in attendance were Jim Canterbury, Barrett Chilton, Dan Dorman, Steven Jackson, Bonnie Lyon, and Mark Powell.

Government/Guests Reports to the Board

Securitas Security Services: Officer Ken Talkington

	10/21/20	10/16/19	09/01/20	09/01/19
	-	-	-	-
	11/18/20	11/20/19	11/18/20	11/20/19
Abandon Vehicles	24	28	73	66
Alarm Calls Home/Vehicle	3	1	8	6
Barking Dog			2	
Emergency Response	3	1	6	5
Hit & Run				1
Information				1
Noise Complaints		2	3	5
Open Garages	18	36	72	97
Police Activities	3	4	4	14
Property Vandalism	9	2	9	
Solicitors				1
Stolen Property/Mail	9		10	1
Stolen Property/Mail Recovery				1
Street Lights	1	5	4	12
Street Signs			2	
Theft	5		11	3
Trespassing	1	1	10	4
Vacation Checks	16	37	42	125
Vehicle Accidents				1
Vehicle Vandalism - Driveway			11	3
Vehicle Vandalism - Street	5		5	2

Official Business

Approval of the Minutes: Jim Canterbury

MOTION: To approve the October Minutes as submitted. **Second:** Yes. **Discussion:** None. **Vote:** 6-Yes, 0-No. **MOTION CARRIED.**

Review of Annual Calendar: Jim Canterbury
Up to date.

Greeter's Report: Lenore Lee
No report.

Homeowners Comments

We invite homeowners to submit comments with subject line "Homeowner Comment" and submit to contact@fairwoodgreens.org

Committee Reports

Executive Committee: Bonnie Lyon

Homeowners, there have been numerous attempts, some successful, at mail theft in recent weeks. If you discover any vandalism or theft of your mail, PLEASE ALERT KING COUNTY SHERIFF'S OFFICE immediately. Then follow up with a call to Securitas.

KCSO must be alerted so that their crime statistics are accurate and support continuing service by our KCSO community storefront in Fairwood. Your efforts may also help us in stopping this recent illegal activity and violation of USPO regulations.

Please pick up your mail when delivered (even in a locked box). Bring in packages immediately. Report to Securitas if you see any suspicious activity such as vehicles late night seeming to slow at mail boxes, or anyone attempting to enter vehicles.

And remember to call KING COUNTY SHERIFF'S OFFICE FIRST!

With continuing meeting restrictions, the board is meeting virtually in accordance with governor directives. There is no meeting in December due to Christmas holiday. Since many are not traveling during holidays, we can enjoy our neighborhood lights – thank you to those who share brightness during long, dark days!

We thank King County which has provided masks and hand sanitizer for when we are able to meet in person once again.

Homeowners, please note:

- All lawns and gardens, painting, fencing, waste containers must comply with R&R for aesthetics. IF YOU RECEIVE A VIOLATION NOTICE, PLEASE FOLLOW INSTRUCTIONS AND USE THE RESPONSE FORM FOR YOUR REPLY. Homeowners must respond with a plan to correct violation(s). Homeowners must alert HOA when property issues are brought into compliance.

- Pedestrian safety is a high priority. Please ensure that walkways are clear of plants, brush, or debris. If your property is adjacent to street lighting, ensure that there is 180° illumination of sidewalk, with no limbs or brush impeding pathway visibility.
- Parking on sidewalks is strictly prohibited. Please be advised that King County Sheriff has been requested to cite violators.
- Be sure to complete and submit ACC forms for changes to property, including paint, fencing, and hardscaping. Allow 3-5 weeks prior to project for response.
- Dogs must be on leash throughout the community, including common areas such as parks. Pet owners, please be responsible for pet waste clean-up.
- Use of community parks is subject to requirements and directives from government and health authorities.

Common Property Committee: Jordan Bergeron

- Green Effects beautification and hill stabilization efforts near Toddler Park completed.
- Green Effects is scheduled to complete the holiday light installation at the 140th entrance on Friday, November 27th.
- Common Properties is working with NW Playground on replacing the two damaged picnic tables at Allen Park. Waiting on quote for work.
- AK Cutters has provided a revised quote for tree removal and clean-up at 175th Ct.

Records, Correspondence, and Web Committee: Judy Seidel
Updating procedures to contact and greet new residents.

Finance Committee: Lisa Lord

Income and Expense Report

	October	Budget
Revenues		
Assessment Income	\$ 37,475	\$ 37,475
Other Income	\$ 4,437	\$ 5,575
Total Income	\$ 41,912	\$ 43,050
Expenses		
Administration	\$ 35,201	\$ 37,282
Bad Debt Expense	\$ 2,000	\$ 2,000
Office	\$ 870	\$ 921
Professional Fees	\$ 644	\$ 1,918
Total Expenses	\$ 38,715	\$ 42,121
Net Income/Loss	\$ 3,197	\$ 929

Year to Date Income and Expense Report
(Since September 1, 2020)

	YTD	Budget

Revenues		
Assessment Income	\$ 74,950	\$ 74,950
Other Income	\$ 8,965	\$ 11,150
Total Income	\$ 83,915	\$ 86,100
Expenses		
Administration	\$ 75,376	\$ 74,564
Bad Debt Expense	\$ 4,000	\$ 4,000
Office	\$ 2,732	\$ 3,642
Professional Fees	\$ 1,340	\$ 3,836
Total Expenses	\$ 83,448	\$ 86,042
Net Income/Loss	\$ 467	\$ 58

Balance Sheet as of October 31, 2020

Current Assets	\$ 721,007
Allowance for Doubtful Accounts	\$(100,895)
Current Liabilities	\$ 100,092
Income	\$ 467
Equity	\$ 519,553

Special Projects Committee: Bonnie Lyon/Cathryn Hummel
King County asked us to resubmit for the grant, which we have done. We expect to be alerted in February of the award amount.

Property Maintenance Committee: Barrett Chilton

Inspection Date	Inspection Count	Total	Inspection Reversals	Property Violations	1 st Notice	2 nd Notice	3 rd or > Notice	Total Cumulative	Retraction
10/29/20	11/29/20 - 22			*					
11/10/20	11/10/20 - 12			*					
11/11/20	11/11/20 - 7	41	5	*	36			36	1
11/17/20	12			**				20	
11/17/20	3			***					
11/17/20	7			Other					

*Property violations are for weeds in driveway, excessive weeds in planter area, debris on roof, lawn needs to be mowed, painting required

**Property violations are for expired tabs.

***Property violations are for no plates.

Architectural Control Committee: Mark Powell

24 Oct to 20 Nov

- 7 Approved Projects
- 0 Pending Projects
- 3 Inquiries for guidance/clarification of rules/guidelines; play/swing set, house additions, mailboxes (replacement due to vandalism)

Legal Committee: Jim Canterbury

1. Fiduciary training cancelled because of Governor's Proclamation on group face to face meetings, which was to be held Thursday November 19th, 2020. Will reschedule.
2. Discussed several payment and collection plans.
3. Discussed revising the Annual Voting Ballot on the Annual Budget.
4. Discussed settlement agreement regarding a Homeowner account on Fines.
5. Received advice on the Governor's Proclamation changes to HOA's on group meetings extended until December 14th, 2020

Security Committee: Steven Jackson

King County Sheriff's Office

Continue off-duty patrols for November, (qty 10) 4 hour shifts to date. Authorized for (qty 16) 4 hour shifts per month.

Security Activities of Note:

Securitas reports qty 19 mailbox break-in/break-in attempts night of Nov 21-Nov 22, details will be on next week's report.

From Securitas reports Nov 11- Nov 18:

Fairwood Greens – Property Vandalism(3)/Mail Theft(3). Homeowners at [REDACTED] have mailboxes pried open and mail taken during the overnight hours of 13-14 November. King County was contacted, unknown report number. Securitas Incident Report #059-20 was completed.

[REDACTED] – Property Vandalism(3)/Mail Theft(3). Homeowners at [REDACTED] had mailboxes pried open and mail taken at approximately 5:27am. King County was contacted, unknown report number. Securitas Incident Report #060-20 was completed.

Fairwood Greens – Property Vandalism(3)/Mail Theft(3) Homeowners at [REDACTED] had mailboxes pried open and mail taken during the overnight hours on 13-14 November. King County was contacted, unknown report number. Securitas Incident Report #061-20 was completed.

Homeowner Correspondence:

Homeowner [REDACTED] reporting "20" mailbox break-in/mail theft – Response pending

Homeowner [REDACTED] requested relief on Jeep parked on westbound lane of Fairwood Boulevard approaching 145th Street near Allen Park. Jeep had been parked for some time and

prevented clear view of traffic approaching intersection. We responded with email to report: Contacted KCSO (Tim Sigel) confirmed the Jeep was properly parked and properly licensed. They contacted resident of home to confirm Jeep was not abandoned. Jeep was later removed by tow truck.

Homeowner [REDACTED] reported 11/13 vandalized mailbox and mail theft. Requested relief to move mailbox to lighted area. We responded by telephone call and email: Please contact USPS and Barrett Chilton to confirm relocation of mailbox ... should have been Mark Powell – Architectural Control Chair. **Thank You Judy!**

External Affairs: Cathryn Hummel
No report.

Active Work

Bonnie Lyon:

Cathryn Hummel's resignation from the board is accepted.

MOTION: To proceed with AK Cutters to complete the work at 175th Ct. **Second:** Yes. **Discussion:** None. **Vote:** 6-Yes, 0-No. **MOTION CARRIED.**

Mark Powell:

MOTION: To approve additional ACC Guidelines for Sheds – Garden, Storage, and Golf Cart.

Second: Yes. **Discussion:** None. **Vote:** 6-Yes, 0-No. **MOTION CARRIED.**

Adjournment: Bonnie Lyon

MOTION: Board moves to adjourn the meeting. **Second:** Yes. **Discussion:** None. **Vote:** 6-Yes, 0-No. **MOTION CARRIED.**

Closing

The meeting adjourned at 8:20 p.m. The next meeting will be on **Tuesday, January 26, 2021** and will begin at **7:00 p.m.**

Respectfully submitted,

Jim Canterbury
Secretary