

**Fairwood Greens Homeowners' Association**  
**Monthly Board Meeting of Trustees**  
**January 24, 2023**

President Bonnie Lyon called the monthly meeting of the Board of Trustees to order at 7:00 pm at the Fairwood Golf and Country Club. A quorum was present. Trustees in attendance were Jim Canterbury, Joe Krumbach, Bonnie Lyon, Mark Powell, Nathan Popovich, and Brian Schanz. Absent: Rob Bradley, Lisa Lord, and Steve Jackson. Four homeowners attended the meeting.

**Government/Guests Reports to the Board**

**King County Sheriff's Department - Deputy Sam Shirley**

Officer Shirley stated that FGHA remains a low-crime area in King County. He stated that the calls regarding vehicle thefts had been lower in the past few weeks. A homeowner asked about cars parking on the street and who is responsible. Officer Shirley advised that homeowners could call 206-296-3311 (police non-emergency) to report abandoned vehicles parked on the street. Officer Shirley reminded homeowners that the sheriff's department cannot legally remove RV's parked on the street if they are being used as a residence.

**Official Business**

**Approval of the Minutes:** Jim Canterbury

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

**Review of Annual Calendar:** Jim Canterbury

**Homeowner Comments**

The Directors always welcome members to attend our meetings so they can stay informed about what is going on in the community. While member input is important, any member comments at a Board meeting must be related to an agenda item in that meeting and comments will be limited to 3 minutes, so Board meetings are not unduly prolonged and to give other attendees the opportunity to speak. **Homeowner comments are summarized.**

Homeowners commented on property maintenance and RV parking.

**Committee Reports**

**Executive Committee:** Bonnie Lyon

We continue to encourage homeowners to complete and submit a General Authorization for Electronic Communication to assist with budgeted mailing costs. A fillable form can be found at the association's website.

We are adding a new R&R regarding anti-harassment and updating two of our current R&R. These will be sent to homeowners in February along with an updated table of contents and fine summary. Please update your homeowner notebooks. If you need assistance, send an email to [contact@fairwoodgreens.org](mailto:contact@fairwoodgreens.org) (or use the online communication form at [www.fairwoodgreens.org](http://www.fairwoodgreens.org)).

Greeting new homeowners is once again fully functioning with three new homeowners contacted and one meeting.

Be sure to check the website for other on-line fillable forms:

- Architectural Control Approval
- Commercial Vehicle Exception Request
- Homeowner Lessor Agreement
- Security Vacation Request
- Park Usage

Do you wish to volunteer within your community? There is always something to be done! We have 4 active subcommittees where you can assist; PLUS upcoming one-time-only areas to assist such as a planned neighborhood 5k.

**Homeowners, be neighborly!** These issues receive the highest complaints among homeowners.

- **Monitor your pets!** Keep dogs on leashes throughout the community and particularly within our parks and remove feces to your own trash receptacle.
- **Keep pathways clear.** Do not park on sidewalks; ensure 180 deg illumination of sidewalks. Homeowners are responsible and required to keep sidewalks free of any debris left from winter storms as well. Please ensure any stormwater drains are clear of debris as well.
- **Mind traffic speed.** Saving a few seconds traveling at higher speeds does not impact your arrival times but may impact lives due to your carelessness.

**Finance Committee:** Mark Powell

Please note that budget amounts are allocated across the 12-month period. The FGHA 2023 budget (Sept 2022 to Aug 2023) is planned to run a monthly deficit until January 2023 when planned assessment dues increase.

**Income and Expense Report - December**

	<b>Actual</b>	<b>Budget</b>
<b>Revenues</b>		
Assessment Income	\$ 39,349	\$ 39,349
Other Income	\$ 6,759	\$ 5,500
<b>Total Income</b>	\$ 46,108	\$ 44,869
<b>Expenses</b>		
Security	\$ 37,833	\$ 32,040
Common Properties	\$ 3,163	\$ 4,279
Special Events/Community	\$ 0	\$850
Utilities	\$ 94	\$1,300
Office	\$ 1,809	\$ 1,537
Professional Fees	\$ 10,110	\$ 7,495
Other	\$2,000	\$2,000
<b>Total Expenses</b>	\$ 52,683	\$ 49,501
<b>Net Income/Loss</b>	\$ (6,575)	\$ (4,632)

**Year to Date Income and Expense Report  
(September 1, 2022 to December 31, 2022)**

	<b>Actual</b>	<b>Budget</b>
<b>Revenues</b>		
Assessment Income	\$ 157,403	\$ 157,396
Other Income	\$ 26,898	\$ 22,000
<b>Total Income</b>	\$ 184,301	\$ 179,475
<b>Expenses</b>		
Security	\$ 129,402	\$ 128,160
Common Properties	\$ 17,618	\$ 17,116
Special Events/Community	\$4,005	\$3,400
Utilities	\$9,671	\$5,200
Office	\$ 12,987	\$ 6,148
Professional Fees	\$ 37,823	\$ 29,980
Other	\$9,840	\$8,000
<b>Total Expenses</b>	\$ 221,346	\$ 198,004
<b>Net Income/Loss</b>	\$ (37,046)	\$ (18,528)

**Balance Sheet as of December 31, 2022**

<b>Total Assets</b>	\$ 315,652
<b>Total Liabilities</b>	\$ 42,014
<b>Total Equity</b>	\$ 273,638

**Legal Committee:** Jim Canterbury

1. Addressed several payment and collection plans.
2. Discussed settlement agreement with Allen Park Homeowner on Adverse Possession and Timber Trespass Claim. Action began 2/11/2022. Insurance Carrier Liberty Mutual appointed a local attorney firm to take over the issue. Attorneys are requested discovery documents and depositions. No further action.
3. Discussed/requested guidance drafting an anti-harassment policy/rule between homeowners.
4. Requested guidance regarding a lot with a tree lined driveway.

**Property Maintenance Committee:** Lisa Lord

For safety of our community be sure to keep sidewalks clear of leaves and debris. If you are located by a storm drain, please clear of leaves and debris.

Complete Rules & Regulations are available on the website. [www.fairwoodgreens.org](http://www.fairwoodgreens.org),

Friendly reminders:

- Sidewalk in need of repair: please contact the King County Road Department-24/7 helpline, 206-477-8100 or 800-527-6237 <https://kingcounty.gov/depts/local-services/roads/services.aspx>
- Streetlight out: please contact PSE, 1-888-225-5773 or email: [customercare@pse.com](mailto:customercare@pse.com)
- Suspect water leak: please contact Cedar River Water and Sewer - Office 425-255-6370, Email - [custsvc@crwsd.com](mailto:custsvc@crwsd.com)

Inspection Summary Report July 1, 2022-January 22, 2023

**Properties**

Number of Properties with Violations	53
Total Violations	77
1st Violation	68
2nd Violation	9

**Violation Categories**

Rules & Regulations - Animals	1
Rules & Regulations - Vehicles	4
Rules & Regulations - Aesthetics - Yard Maintenance	43
Rules & Regulations - Aesthetics - Trees & Shrubs	2
Rules & Regulations - Aesthetics - Signs	1
Rules & Regulations - Rentals of Single Family Homes/Tenants	1
Rules & Regulations - Recreational Vehicles	8
Rules & Regulations - Commercial Vehicles	12
Rules & Regulations - No Business and Commercial Use	1
Rules & Regulations - Aesthetics - Home Exterior Maintenance	1
Rules & Regulations - Annoyance/Offending Conduct	1
Rules & Regulations - ACC Non-compliance	2
Closed Violations	35

**Architectural Control Committee:** Mark Powell

18 Nov 2022 to 21 Jan 2023

11 Approved Projects

- 1 Flood light/security/safety install
- 3 Roofs/gutter
- 1 Solar
- 1 Garage door

- 1 Generator install
- 2 Fence
- 2 AC/Heat pump

0 Unapproved Projects

2 ACC violations

- Solar install started without approved ACC
- Exterior walkway and ramp installed without approved ACC

5 Enquiries for guidance/clarification of rules/guidelines

- Homeowner complained about neighbor with approved construction/remodeling project
- Homeowner complained about neighbor tree threatening to fall on house

Misc.

- All exterior projects require an approved ACC form to be in place prior to start of projects. Failure to do so may result in fines.
- For all concerns or questions with exterior projects, please feel free to call the Chair of the ACC to discuss projects BEFORE they start. Phone 425-902-6994
- Please allow 4 weeks in advance of your exterior projects to submit ACC forms for review and approval. Our goal is to turn them around quickly, depending on follow up questions or inspections
- Dumpsters, Storage pods, and Porta Potties on driveways or properties for longer than 72 hours require an approval from FGHA to avoid violation notices.
- Setbacks – FGHA and King County Code require minimum 5 foot setbacks for all structures in side yards, backyards and front yards. Be sure your projects are in compliance.
- If exterior landscaping projects near natural streams (Madsen Creek and tributaries) are situated within the 65 foot critical natural area buffer along the streams, these projects MUST apply and be granted permits from King County Permitting and WA State Dept of Wildlife & Fish, before FGHA ACC approval will be granted.
- Shed projects that have electricity and/or water installed become “habitable” and will require King County Permits to be legal.

	January '23 Total	December 11 - 17	December 18 - 24	December 25 - 31	January 01 - 07	January 08 - 14
Abandon Vehicles						
Alarm Calls Home/Vehicle	1		1			
Barking Dog						
Break-In						
Burglary						
Dog Attack						
Domestic Violence						
Loose Dog	1	1				
Noise Complaints	1			1		
Open Garages	11	4		6		1
Solicitors						
Stolen Golf Carts						
Stolen Property/Mail	1					1
Stolen Property/Mail Recovery						
Stolen Vehicle						
Stolen Vehicle Recovery						
Street Lights						
Street Signs						
Theft						
Trespassing	3	2				1
Vacation Checks	62	9	16	16	12	9
Vehicle Accidents	2		2			
Vehicle Vandalism - Driveway						
Vehicle Vandalism - Street	1			1		
Wild Animals						

**Info from officer daily activity report, weekly summary:**

- 1) On January 10, 2023, at 9:53 am resident reported that her mailbox was open and mail was sticking out and all wet. Resident was not sure if any was stolen.
- 2) On January 10, 2023, at 12:38 pm resident stated that while she and her husband were on vacation from the 22nd to the 29th of December. While they were away someone had entered her back yard and started a fire in her shed, burning part of it. Resident also reported that nothing was taken but a couple of sodas. The resident reported the incident to King County Sheriff's department.
- 3) On December 29, 2022, at 1:22 am received a call from resident of a noise complaint. Resident report that the children of the neighbor behind his residence. The children were screaming and being loud. Security responded and asked them to keep it down.
- 4) On December 29, 2022, at 3:43 am Security reported that a parked vehicle has incased in tin foil.
- 5) On December 21, 2022, at 8:56 am Received a call from resident of a traffic accident on the corner of Fairwood BLVD and 154th Place SE. When security arrived, there was only one vehicle there. No reported injuries.
- 6) On December 21, 2022, at 12:36 pm security was involved in a traffic accident. There were no injuries. [FGHA resident rear-ended FGHA Security patrol vehicle near intersection of SE Fairwood Blvd and 156th Ave SE due to icy road conditions. There were no injuries reported but patrol vehicle was damaged and taken out of service for repair. The replacement patrol vehicle is a gray on silver RAV4 with PCS Security badges on front fenders.]
- 7) January 18, 2023, email report of harassment from homeowner.
- 8) January 6, 2023, email report from homeowner to report a truck break-in incident on Dec 9<sup>th</sup>. Resident filed a police report.

King County Sheriff's Office - Info from daily officer log:

KCSO continued off-duty patrols for December and January. Activities include traffic emphasis.

- 20 December Traffic emphasis
- 27 December Traffic emphasis
- 03 January Traffic emphasis, contacted homeowner at [ ] to move Toyota on trailer from neighboring property per neighbors' request. Tagged for follow-up 1-5-23. Assisted with felony domestic assault in area. Confirmed Toyota on trailer moved to homeowner's driveway.
- 05 January Traffic emphasis
- 10 January Traffic emphasis. Briefly assisted KCSO on off-site in-progress burglary.
- 17 January Traffic emphasis
- 19 January Traffic emphasis



Pacific Coast Security patrol vehicle damaged by non-injury rear-end accident 12-21-23 has since been repaired and placed back in service as-of January 19, 2023. Pacific Coast Security continues to exceed expectations as established in 2022-2023 Security contract.

**Other:**

Thank you, residents of FGHA, for getting little Penny home safely!! A lost poodle-mix puppy turned up at a resident's back door late afternoon of New Year's Eve. FGHA posted image of the frightened puppy to FGHA website. Owner was identified and contacted soon thereafter. Penny was reunited with her family by 9 PM that night.

**Common Property Committee:** Nathan Popovich

**Holiday Lights:**

- The volunteer turnout for the taking down the lights at the entryway was outstanding and the task was completed in less than an hour.
- Thank you to Evelyn Sindayen, Joan Parikh, Paul Stephens, Jim Roberts, Steve Otto, Hadyra Stinebuck, Charlotte Ryan, and 5 of our trustees.

**Allen Park:**

- The final basketball hoop was installed in January. Thank you, Dalen McMichael and Steve Jackson.
- The subcommittee is looking for more volunteers/members. There is a meeting scheduled for the last week in January. Those interested please send an email with "Allen Park Subcommittee Volunteer" in the subject line to [contact@fairwoodgreens.org](mailto:contact@fairwoodgreens.org).

**Toddler Park:**

- The Sub Committee is working on the proposal for equipment replacement.

**Green Effects:**

- Our contract has been updated to reflect rising costs. A 3% increase was negotiated and agreed to.

**Special Projects Committee:** Bonnie Lyon

A subcommittee has been formed to promote the Fairwood PARK TO PARK 5K. If homeowners are interested in helping plan this event, please email [contact@fairwoodgreens.org](mailto:contact@fairwoodgreens.org) (or use the online communication form at [www.fairwoodgreens.org](http://www.fairwoodgreens.org)).

Upcoming event planning will begin in March. Tentatively, 2023 dates for events are:

July 7-8-9 Garage Sale

August 6,13,20,27 Music in the Park

September 10 Last Splash

Events depend upon funding and participation from King County by way of Alan Painter Grant from CSA.

**External Affairs:** Joe Krumbach

Councilman Reagan Dunn has been contacted to speak at the February Meeting. More details to follow.

**Greeter's Report:** For the period of 9/29/22 to 1/12/23 there were 15 new homeowners. Three homeowners returned the resident info sheet and two were greeted.

Active Work:

**MOTION:** to accept and adopt R&R 3.170.0 Anti-Harassment. **Second:** Yes. **Discussion:** None. **Opposed:** 0. **MOTION CARRIED.**

***Adjournment to Executive Session:*** Bonnie Lyon

Executive session called to address recent complaint of egregious behavior by a resident/guest of a homeowner.

**MOTION:** To adjourn meeting **Second:** Yes. **Discussion:** None. **Opposed:** 0. **MOTION CARRIED.**

The meeting adjourned at 7:37 PM. The next meeting will be held on Tuesday, February 28, 2023, and will begin at 7:00 p.m. Meet and greet will begin at 6:30 p.m. with an opportunity for homeowners to meet with directors over coffee and cookies.