

**Fairwood Greens Homeowners Association**  
**Monthly Board Meeting of Trustees**  
**April 26, 2022**

President Bonnie Lyon called the monthly meeting of the Board of Trustees to order at 7:00 p.m. at the Fairwood Golf and Country Club.

A quorum was present. Trustees in attendance were Jordan Bergeron, Robert Bradley, Jim Canterbury, Steven Jackson, Lisa Lord, Bonnie Lyon, Lois McMillan, Mark Powell, and Steve Schmidt. Four homeowners attended the meeting.

**Official Business**

**Approval of the Minutes:** Jim Canterbury

**MOTION:** To approve the March Minutes as submitted. **Second:** Yes. **Discussion:** None. **Opposed:** 0. **MOTION CARRIED.**

**Review of Annual Calendar:** Jim Canterbury

Up to date.

**Greeter's Report:** Lenore Lee

No report.

**Homeowners Comments**

A homeowner stated her violations are administrative errors. She sent in a response and then received a 3<sup>rd</sup> and 4<sup>th</sup> notice. She wants someone to review her violations.

A homeowner stated there is a lack of communication from the Board. Audit reported a need for planning. He requested the most recent budget and audit.

A homeowner said the Association should go to a private business. A vehicle on Fairwood Boulevard has been parked in violation for four months. He complained about the business across the street for three years. Speeders don't affect property values. Other violations affect property values.

**Committee Reports**

**Executive Committee:** Bonnie Lyon

The association received a response from King County regarding request to monitor and sign 160<sup>th</sup> PI SE/162<sup>nd</sup> Ave SE. We are investigating an option provided by the County, installation of blue signs that read "Please Drive Carefully for Our Children's Sake – 25 mph." If you live in this area and would like to help further with a neighborhood sign program, please send an email stating so to [contact@fairwoodgreens.org](mailto:contact@fairwoodgreens.org). Concerns about speeding should be relayed to the King County Sheriff's Office, the only agency authorized to enforce speed limits in unincorporated King County. A homeowner may report speeding and request enforcement by calling 911 and letting them know it is a non-emergency issue or report it online at <https://www.kingcounty.gov/depts/sheriff/on-line-reporting/on-line-reporting/traffic-complaint-reporting.aspx>.

Radar speed trailers detect and display the speed of oncoming vehicles and have been shown to be very effective in reducing speeding. Homeowners can schedule a radar speed trailer by calling King County's 24/7 Road Helpline at 206-477-8100 or email [maint.roads@kingcounty.gov](mailto:maint.roads@kingcounty.gov) with a request.

Judy Seidel, the association’s office manager of 24 years, has announced her retirement. Judy started as the association’s recording secretary. A long-time resident of Fairwood Greens, be sure to tell Judy thank you for her wonderful service to the company when you see her in the community.

While replacing Judy will be more than difficult to do, recruiting is underway. The ad is on the association website, on Facebook, Craigslist, and Zipcruiters. Homeowners are invited to submit resumes expressing interest in the part-time position. Send to fairwoodgrensofficemanager@gmail.com.

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

- **Clean up after your pets!** Keep dogs on leashes throughout the community.
- **Keep pathways clear.** Don’t park on sidewalks and ensure 180 deg illumination of sidewalks.
- **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.

**Common Property Committee:** Jordan Bergeron

- **Madsen Creek Work**
  - A series of beaver dams were causing the water levels of Madsen Creek to rise to a concerning level and near/onto homeowner property
  - The beavers have been removed from the area, and the board is working the necessary steps to acquire permits to be able to remove the dams in the area
  - The board will continue to work with King County and Washington State on addressing the issue should beavers return to the area
  - Thank you so much to Mark Powell and Harold and Linda Rasmussen for helping with monitoring the situation, guiding King County employees, and helping with gathering the information needed to complete work in the area
- **Allen Park Maintenance Project – Budget Summary**

Allen Park Maintenance - Statement of Work	Amount
<b>Project Budget</b>	<b>\$ 212,000</b>
Asphalt Resurfacing & Stump Removal	143,335
Fencing, 3rd Basketball Goal Installation	26,164
Pickleball Surface Undercoat (2) and Painting (2)	8,588
Painting Basketball Lines	1,157
Planting - Basketball Court Beds	900
<b>Total Completed Work</b>	<b>180,144</b>
<b>Remaining Project Balance</b>	<b>\$ 31,856</b>
Update Irrigation System	4,000
Replacement Backboard (Estimate)	2,000
<b>Projected Underrun / (Overrun)</b>	<b>\$ 25,856</b>

- **Allen Park**

- Events/Reservations

- Reservation has been made for May 14<sup>th</sup> from 1:30 – 3:30 for a resident’s birthday party of ~20 attendees
    - Reminder that residents must complete and submit a Park Usage Form for events and gatherings that will involve 15 or more people. Forms must be submitted at least two weeks prior to the event

- Completed Work

- Safety fencing installation around pickleball courts and in front of basketball court, along with new adjustable basketball hoop complete
    - Balance beam installation for the “Gym Beam Challenge”
    - Two picnic tables and three park benches have been repaired and painted to match the color of the shed. A checker board game has been painted onto one of the picnic tables
    - Basketball lines, pickleball court surfacing completed
      - **NOTE: The pickleball courts are not for chalks drawings! Please use the paths and other surfaces. No wheeled vehicles (golf carts, bicycles, tricycles, skateboards, scooters, roller/inline skates) are allowed on the pickleball courts!**
    - New signs have been installed across the park
    - Thank you, Glenn Templeton, for your assistance with removing to old portable basketball hoop!
    - Thank you, Neil Poussier, for your continued support to improving our parks!

- To Be Completed

- Working with supplier to schedule installation of two replacement picnic tables. Current target is mid-May
    - Pickleball line painting to be completed when drier weather resumes

- **Toddler Park**

- Completed Work

- New sign installed

- To Be Completed

- Swapping one sling-style seat swing for a high back full bucket (baby) seat

- **Volunteer Opportunities**

- Looking for volunteers to assist with installing flags around the neighborhood
  - Possible dates: May 14<sup>th</sup>/15<sup>th</sup>, May 21<sup>st</sup>/22<sup>nd</sup>, June 4<sup>th</sup>/5<sup>th</sup>
  - Please send an email to [contact@fairwoodgreens.org](mailto:contact@fairwoodgreens.org) to volunteer and provide your availability
- Looking for volunteers to assist with miscellaneous finishing work around Allen Park, including spreading bark chips, replacing and painting wood on park benches, installing new benches, and removing an old sign post
  - Please send an email to [contact@fairwoodgreens.org](mailto:contact@fairwoodgreens.org) if interested

- **Special Project – Parks Committee Survey Status**

- Thank you everyone for completing the survey regarding Allen and Toddler Parks. This information will help us with the preliminary We had 369 responses, roughly 25% of residents in Fairwood Greens. While the committee spends time review the input received, we would like to share preliminary observations and notes:
  - Several respondents didn't know where the parks were
    - **Allen Park** is located between 145th Ave SE & SE 167th St
    - **Toddler Park** is located between SE 167th Pl and 157th Ave SE
    - This information can be found on the Fairwood Greens HOA website under **Community > FAQs**
  - There were multiple write-in requests for Allen Park to have a pickleball court and to have the missing backboard replaced. These are currently in work and scheduled to be completed over the next few weeks
  - We will investigate the cost and feasibility of trash service at the parks. There is a temporary trash at Allen Park
  - Strong preference to retain the nature-themed aspects of Toddler Park
  - Strong preferent to not have adult workout stations at Allen Park

**Communication Committee:** Bonnie Lyon

A communication subcommittee continues to review current communication methods, address homeowner concerns, and update communication plan. Four people have volunteered to work on improvements, with thanks to: Charlie Baltazar, Jenny Buron, Mary Kay Cronk, and Brian Schantz, along with two board members, Mark Powell and Bonnie Lyon, and our office manager Judy Seidel. The association's website continues as the primary site for all information, records, and CC&R and R&R access. A new website is currently under testing. The committee is advancing on adding a Facebook page (for residents only). This will another opportunity to communicate emergent activities in the association with links to the website. Communication from homeowners is only curated through mail or email.

**Finance Committee:** Lisa Lord

### Income and Expense Report

	March	Budget
<b>Revenues</b>		
Assessment Income	\$ 39,349	\$ 39,349
Other Income	\$ 12,234	\$ 5,550
<b>Total Income</b>	\$ 51,583	\$ 44,899
<b>Expenses</b>		
Administration	\$ 44,250	\$ 39,517
Bad Debt Expense	\$ 2,000	\$ 2,000
Office	\$ 1,201	\$ 965
Professional Fees	\$ 3,671	\$ 1,864
<b>Total Expenses</b>	\$ 51,122	\$ 44,346
<b>Net Income/Loss</b>	\$ 461	\$ 553

### Year to Date Income and Expense Report (September 1, 2021 to February 28, 2022)

	YTD	Budget
<b>Revenues</b>		
Assessment Income	\$267,946	\$267,947
Other Income	\$ 61,354	\$ 38,850
<b>Total Income</b>	\$329,300	\$306,797
<b>Expenses</b>		
Administration	\$347,828	\$270,051
Bad Debt Expense	\$ 14,000	\$ 14,000
Office	\$ 12,112	\$ 8,325
Professional Fees	\$ 23,194	\$ 17,148
<b>Total Expenses</b>	\$397,134	\$309,524
<b>Net Income/Loss</b>	\$ (67,834)	\$ (2,727)

### Balance Sheet as of March 31, 2022

<b>Current Assets</b>	\$ 635,820
<b>Allowance for Doubtful Accounts</b>	\$(107,479)
<b>Current Liabilities</b>	\$ 150,318
<b>Income</b>	\$ (67,834)
<b>Equity</b>	\$ 445,857

Letters were sent to 55 homeowners for delinquent dues on 3/5/22.

**Special Projects Committee:** Bonnie Lyon

Homeowners, make note of the following community events:

- July 8-9-10 – GARAGE SALE
- August 7, 14, 21, 28 – AUGUST (SUNDAY) NIGHTS IN ALLEN PARK CONCERT SERIES. Performers are:
  - 7: Pamelgrace Jazz
  - 14: SoulFunktion
  - 21: Lukas Rose

- 28: Free Rain
- September 11 – LAST SPLASH COMMUNITY PICNIC IN ALLEN PARK

**Property Maintenance Committee:** Lisa Lord  
 Aesthetic Non-Compliance Notices Sent Month of March 2022

- First Notice: 25
- Second Notice: 9
- Third+ Notice: 7
- Retraction Letter: 1

The Property Maintenance Committee is working to improve the processes in which aesthetic non-compliance issues are being addressed and resolved. We appreciate your patience during this time.

**Architectural Control Committee:** Mark Powell  
 19 March 2022 to 24 April 2022

40 Approved Projects

- 1 Reroof
- 2 Air Conditioner or Heat Pump install or replace
- 5 Fence
- 4 Landscaping
- 9 Exterior painting
- 3 Driveway, patio, walkway
- 3 Deck
- 6 Patio Cover, gazebo
- 3 Exterior modification
- 1 Solar
- 2 Shed
- 1 Windows

0 Unapproved Projects

1 Violations

- Excessive nuisance exterior light, neighbors' complaints, first warning. Mediation complete.

5 Enquiries for guidance/clarification of rules/guidelines

- 1 Exterior painting approval process
- 1 Construction dumpster approval
- 1 Remodeling guidance
- 1 AC installation – does this require an ACC form? It is highly recommended
- 1 Trellis guidance

Misc.

- For all concerns or questions with exterior projects, please feel free to call the Chair of the ACC to discuss projects BEFORE they start.

- Spring and summer are busy times for outside projects. 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.
- Basketball hoops/backboards that are permanently attached to the house/garage are allowed.

**Legal Committee:** Jim Canterbury

1. Discuss non-foreclosure sale, Sheriff Sale postponed. Working short sale and possible closer late April early May. Still working and reviewing Short Sale. Will update at Board meeting.
2. Discuss settlement agreement with Allen Park Homeowner and Adverse Possession and Timber Trespass Claim. Action taken 2/11/2022. Insurance Carrier Liberty Mutual Attorneys, a local firm, are taking over the issue. Our Attorney will be in the wings.
3. Discussion on several Liens / Collection Judgments.
4. Discuss WUCIOA (Washington Uniform Common Interest Ownership Act) and Management Companies with the Board. Haven't set meeting date with our Attorney.
5. Discuss 6 - year Retention of HOA Documents.
6. Discussion on those Homeowners running Business out of their home. OK if within HOA R&R.

**Security Committee:** Steven Jackson

**Security Summary** *(Based on Pacific Coast Security monthly report)*

	<i>Total for Month</i>	<i>Feb 14 - 20</i>	<i>Feb 21 - 27</i>	<i>Feb 28 - Mar 06</i>	<i>Mar 06 - 13</i>
<b>Abandon Vehicles</b>					
<b>Alarm Calls Home/Vehicle</b>					
<b>Barking Dog</b>					
<b>Break-In</b>					
<b>Burglary</b>					
<b>Dog Attack</b>					
<b>Emergency Response</b>					
<b>Fire</b>					
<b>Loose Dog</b>					
<b>Noise Complaints</b>					
<b>Open Garages</b>	13	4	1	3	5
<b>Property Vandalism</b>					
<b>Robbery</b>					
<b>Solicitors</b>	1		1		
<b>Stolen Vehicle</b>					
<b>Stolen Vehicle Recovery</b>					
<b>Street Lights</b>					
<b>Theft</b>					
<b>Trespassing</b>					
<b>Vacation Checks</b>	36	9	10	9	8
<b>Vehicle Accidents</b>					
<b>Vehicle Vandalism - Driveway</b>					
<b>Vehicle Vandalism - Street</b>					

8 homes on vacation check list as of report date, which account for 36 vacation checks.

Regarding Vacation Check camping, confirmed turnover in 8 homes on list with volume of 8 to 11 homes on list at any one time.

**Security Activities of Note:**

1. On March 27, 2022, Resident reported hit and run [on parked automobile] at Fairwood Blvd east side of the church right of the T-intersection.
2. On March 27, 2022, at 11:31 PM resident report a barking dog. Residents report the dog was barking for at least an hour, resident who called in the complaint threatened to shoot the dog if it didn't stop. Sheriff was notified due to threat. Can't get a hold of the dog owner because they changed their phone number and didn't give us the new one. [KCSO arrived and c/w FGHA Security officer who stayed on-site after KCSO departure.]
3. On March 22, 2022, Resident report his mail was stolen a couple of weeks ago. Victim was [ ] SE 169<sup>th</sup> Place.
4. On March 24, 2022, Resident reported a dead cat in front of the house. Resident was [ ] SE 170<sup>th</sup> Street.



5. On March 26, 2022, Resident reported that a large green bag was stolen from her car.
6. On March 18, 2022, Resident report the front door of [ ] SE 175<sup>th</sup> Place that recently sold was open. Security investigated and found out the home is being worked on and the workers did not secure the door.

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

KCSO continued off-duty patrols for March and April, traffic emphasis generally around [ ] SE Fairwood Blvd, [ ], and [ ] going onto [ ].

**We now have one off-duty KCSO patrol officer and one available upon request.**

- 1) [ ] – 03 March – [ ] pm – 4 hrs – Traffic emphasis along [ ] SE Fairwood Blvd, and [ ].
- 2) [ ] – 12 March – [ ] pm – 4 hrs – Traffic emphasis along [ ] SE Fairwood Blvd, and [ ]. Assisted patrol with a suspicious circumstance at a nearby apartment complex that ended up being a recovery of a large quantity of stolen property. Area check- Including the disabled RV at SE 168/143 Ave.
- 3) [ ] – 22 March – [ ] pm – 4 hrs – Traffic emphasis along [ ] SE Fairwood Blvd, and [ ]. Area check including the vehicle parked on 156 Ave SE. Vehicle legally parked (as far as KCSO rules) - VIN matches license plate- so not stolen
- 4) [ ] – 24 March – [ ] pm – 4 hrs – Traffic emphasis along [ ] SE Fairwood Blvd, and [ ]. Area check including a suspicious circumstance at 15100 blk of SE 175
- 5) [ ] – 14 April – 2:00 pm – 6:00 pm – 4 hrs – Traffic emphasis along [ ], [ ] block SE Fairwood Blvd, [ ].
- 6) [ ] – 15 April – [ ] pm – 4 hrs – Traffic emphasis along [ ], [ ]SE Fairwood Blvd, [ ]. Worked on getting RV at SE 168/142 Ave SE impounded. I was advised of a 2 hour or more wait. 5:30 PM Tow company arrived- Signed the tow document and took possession of the RV. Sorry for the delay.
- 7) [ ] – 19 April – [ ]– 4 hrs – Traffic emphasis along [ ], [ ] block SE Fairwood Blvd, and [ ].

**External Affairs:** Robert Bradley

No report.

**Active Work**

**Mark Powell:**

**MOTION:** The new FGHA website redesign is approved to migrate and “go live” on the domain [www.Fairwoodgreens.org](http://www.Fairwoodgreens.org). **Second:** Yes. **Discussion:** None. **Opposed:** 0. **MOTION CARRIED.**

**Adjournment:** Bonnie Lyon

**MOTION:** To adjourn the meeting and move into Executive Session. **Second:** Yes. **Discussion:** None. **Opposed** 0. **MOTION CARRIED.**

### **Closing**

The meeting adjourned at 8:10 p.m. The next meeting will be on **Tuesday, May 24, 2022**, and will begin at **7:00 p.m.**