

**Fairwood Greens Homeowners' Association
53rd Annual Board of Trustees Meeting
September 24, 2019**

President Bonnie Lyon called the 53rd Annual Meeting of the Board of Trustees to order at 7:15 p.m. Trustees in attendance were Jim Canterbury, Michelle Carlson, Cathryn Hummel, Andrew Jones, Lisa Lord, Bonnie Lyon, and Jim Roberts. Jack Bramson and David Dennis were absent. Others in attendance: Officer Ken Talkington from Securitas, Sergeant Thomas Collins from King County Sheriff's Office, Battalion Chief/Safety Officer Craig Soucy, and 76 homeowners.

President Bonnie Lyon welcomed the homeowners and introduced the Board members and staff.

King County Sheriff's Department: Sergeant Thomas Collins

If you witness a crime, call 911 first, then call Securitas. The call will generate a case number. King County tracks the number of crimes in an area and assigns patrols based on the crime statistics. Small crimes can be reported online at sheriff.org.

Renton Regional Fire Authority: Battalion Chief Craig Soucy

October is fire prevention month. Plan and practice your escape route. Ensure smoke alarms and carbon monoxide detectors are properly installed and maintained. Tips for Halloween safety include stay alert and slow down when driving.

Securitas Security: Officer Ken Talkington

ANNUAL REPORT

INCIDENT TITLE	2019	2018	Diff +/-
ABANDON VEHICLES	196	153	43
ALARM CALLS HOME/VEHICLE	34	51	-17
ARREST	4	2	2
BARKING DOG	5	8	-3
BURGLARY	4	2	2
DOMESTIC VIOLENCE	1	0	1
EMERGENCY RESPONSE	47	39	8
FIRE	0	1	-1
HIT & RUN	4	10	-6
HOME INVASION	1	0	1
INFORMATION	6	4	2
LOOSE DOG	1	0	1
NOISE COMPLAINTS	17	16	1
OPEN GARAGES	584	653	-69

POLICE ACTIVITIES	46	35	11
PROPERTY VANDALISM	7	8	-1
SOLICITORS	15	15	0
STOLEN PROPERTY/MAIL	3	9	-6
STOLEN PROPERTY/MAIL RECOVERY	7	6	1
STOLEN VEHICLE	2	3	-1
STOLEN VEHICLE RECOVERY	2	6	-4
STREET LIGHTS	55	46	9
STREET SIGNS	1	2	-1
THEFT	18	12	6
TRESPASSING	26	34	-8
VACATIONS CHECKS	502	522	-20
VEHICLE ACCIDENTS	4	1	3
VEHICLE VANDALISM - DRIVEWAY	23	25	-2
VEHICLE VANDALISM - STREET	11	20	-9
WEAPONS	0	1	-1

Approval of September 25, 2018 Minutes: Jim Canterbury

MOTION: To approve the Minutes of the September 25, 2018 Annual Meeting.

Second: Yes. **Discussion:** None. **Vote:** 7-Yes, 0-No. **MOTION CARRIED.**

Greeter's Report: Jim Canterbury

FGHA Greeter's Report for 9/1/18 - 8/31/19			
2018 - 2019	Owners	Renters	Total
Sept, Oct, Nov.	15	5	20
Dec., Jan.	9	6	15
Feb, Mar	7	3	10
Apr., May	5		5
June	17	6	23
July	10		10
August	14	3	17
TOTALS	77	23	100
PREVIOUS YEAR	77	27	104

Validation of a Quorum: Jim Canterbury

The number of proxies and attending homeowners is greater than the 150 votes needed for a quorum. This allows for a valid election.

Homeowners Vote on 2017 Budget: Bonnie Lyon

RCW calls for a summary budget and we have provided a summary budget. Expenses exceeded the budget this year, but there are sufficient cash in reserves to cover the overage. Unforeseeable events happened. Two storms occurred, October 2018 and March 2019, in which we had major cleanup of trees in the common areas. Drainage ditch was needed for runoff at Allen Park. Park equipment needed fixing. All were valid expenses and not necessarily anticipated. Budget is a best guess estimate.

Dues of \$150 every six months have been unchanged since 2008. There are very few other bills in our lives that are unchanged since 2008. For these past 11 years, the Board has done an exceptional job of keeping expenses in check in relation to the dues income received.

The Association remains in compliance with regulations and the Board is making decisions for the best interest of the community.

**Fairwood Greens Homeowners' Association
Budget
September 1, 2019 – August 31, 2020**

Income	
Assessment Income	\$449,700
Penalties, Fees & Other	\$ 63,600
Interest Income	\$ 660
Total Income	\$513,960
Operating Expenses	
Administrative	
Security	\$255,600
Security-Other	\$ 48,000
Common Properties	\$ 40,523
Office Manager, Greeter	\$ 47,760
Property Maintenance	\$ 23,940
Special Events/Community	\$ 14,400
Utilities	\$ 15,600
Bad Debt Expense	\$ 24,000
Total Administration Expense	\$469,823
Office Expense	
Mailings, Postage	\$ 5,700
Supplies	\$ 2,400
Dues and Subscriptions	\$ 600
Computer Hardware/Software	\$ 240
Taxes-Property IRS	\$ 1,500
Total Office Expense	\$ 10,440
Professional Expense	
Insurance	\$ 13,920

Accounting/Audit	\$ 4,000
Legal Fees – Counsel/Advice	\$ 9,600
Total Professional Expense	\$ 27,520
Operating Expense	\$507,783
Plus Depreciation Expense	\$6,132
Total Operating Expense	\$513,915
Net Income (Loss)	\$ 45

MOTION: To accept the Budget for 2019-2020 as submitted. **Second:** Yes.

Discussion: Homeowners asked for clarification on items and the voting process. **Vote:** Majority-Yes 0-No. **MOTION CARRIED.**

Nomination Committee Report: Cathryn Hummel

Jordan Bergeron, Incumbent Michelle Carlson, Barrett Chilton, Leigh-Ann Hansing, Shauna Kruger, and Incumbent Lisa Lord were running for the three open Board positions. The Board asked if there were any nominations from the floor. There were none.

MOTION: To close the nominations. **Second:** Yes. **Discussion:** None. **Vote:** Majority-Yes. 0-No. **MOTION CARRIED.**

Board Commitment of Proxies: Cathryn Hummel

MOTION: The Board voted the proxies and applied the results to the election. **Second:** Yes. **Discussion:** None. **Vote:** 7-Yes, 0-No. **MOTION CARRIED.**

YEAR In REVIEW: Bonnie Lyon

Special Projects

Following the annual garage sale in July, there were four concerts in August and the Last Splash in September. Events were well attended, and people enjoyed the entertainment. We are interested in hearing from our neighbors what events or bands they might enjoy.

We were once again successful in obtaining a grant from King County to support the Last Splash event.

Common Properties

Last winter's weather event caused extensive damage to trees within common areas of the community. Following the storm, all areas were assessed. Damaged trees were tended, with dead and dangling limbs removed. About ten trees will be planted at the north side of Toddler Park to protect the at-risk slope. Construction fencing will be removed.

Play chips were added at both Toddler and Allen Park. Safety improvements were made at Allen Park. Swing belts were replaced, but extensive work must be done to replace the whale toy. Additional play equipment upgrades are needed,

such as adding age appropriate play area for young users of our park, perhaps ADA equipment as well.

Electrical upgrades at front monument at 140th and Fairwood Blvd were made to avoid electrical shorts during holiday lighting.

Architectural Control

There was a record number of submissions for home improvements. We appreciate all homeowners who follow the process for architectural approvals prior to changing colors, roofs, fencing, etc.

Security

We appreciate the continuing efforts of our vendor, Securitas, led by Ken Talkington, and those of our King County Sheriff to keep our community safe.

Please update your telephone numbers as many have discontinued land lines and Securitas has no way of getting in touch with you in case there is a need, such as garage doors are open.

Provide emails for quick communication such as announcements of events or matters that are important to the community at large.

The Securitas reporting category stats, YOY, showed no significant trends or changes in any area with the exception of:

- Abandoned vehicles increased by 43 over the prior reporting year
- Residential burglaries increased to 4 from 2 the prior year
- Thefts increased from 12 to 18
- Vehicle vandalisms both on the street and in driveway decreased
- There was one home invasion reported which was the most serious crime contained in the report

The King County Sheriff's Office has repeatedly informed us that we are one of the safest communities in King County. Crimes of violence are minimal to non-existent and many of the other reported crimes can be associated with crimes of opportunity (i.e. leaving vehicles unlocked with valuables in plain sight or mail theft from unlocked mailboxes).

Our frequent and dedicated (contracted) Fairwood Greens Sheriff's patrols are intended to emphasize high visibility law enforcement and traffic enforcement. There has been specific emphasis on speed enforcement. We have also regularly had 'night' patrols defined as between the hours of 10:00 p.m. and 6:00 a.m. The KCSO performed approx. 140 of these patrols over the last 12 months, and this is in addition to their regular patrol presence within the neighborhood.

Lastly, the FGHA and signed another one year contract with Securitas for private security services through August 2020.

External Affairs

Several have attended Board meetings to report on several issues of concern within the greater Fairwood area. Many attended King County's open house.

Over the past year, updates have been shared with homeowners about various projects and events occurring around Fairwood and King County. A brief summary is provided below.

- King County formed a new department in January 2019 called King County Local Services that provides various services to residents in Fairwood including permitting, code enforcement, road services, animal control, parks, sheriff services, among other community items. At the Fairwood Town Hall in June, it was announced that King County Local Services is looking to lease space in Fairwood to provide residents an opportunity to meet with county officials in person.
- Residents were encouraged to contact King County Roads for any road concerns including snow plowing, potholes, downed stop signs, signals out, trees over the roadway, etc. They accept calls 24 hours a day and can be reached at 206-47-8100. Residents contacting King County directly with issues allows more voices to be heard than just one call coming from a FGHA Board member.
- Residents were informed about maintenance occurring under the powerlines by Bonneville Power Administration. Maintenance occurred throughout the Spring and Summer months to control the vegetation.
- Two King County departments (Stormwater and Road) completed several maintenance activities in or near the community. Plans and updates were included in monthly reports as they were made available.
- Residents were encouraged to attend to hear updates from King County department representatives and voice concerns they may have at the Fairwood Town Hall. A representative from the Board attended and provides some updates from the meeting in a monthly report.
- Updates regarding the permitting process for the Lakeside Industries Asphalt Plant were provided as they were available throughout the year. In multiple monthly meetings, several homeowners also provided updates for residents and passed out informational brochures.
- Multiple local events that would benefit residents were shared throughout the year.
- Also, included in most monthly updates are website links where more information can be found so residents can stay informed.

Property Maintenance

About ten years ago, the association's trustees determined that publishing addresses for those homeowners whose non-compliance issues had reached the level of fine inappropriately violated privacy of those homeowners. It was further determined that a simple code should be used that allowed our property maintenance committee, bookkeeper, and legal committee to have reference, but to not disclose addresses. It recently came to the attention of the association's trustees that an individual cracked this simple code and published to a website the addresses associated with the code, thereby violating the privacy of these homeowners. As a response, the Board of trustees has decided to not publish any codes or addresses for those whose violations have reached the level of fines.

We continue to work with Around the Clock (ATC) to ensure an objective, consistent monitoring of properties is occurring. We encourage homeowners who receive notifications of non-compliance to complete and return the enclosed RESPONSE FORM.

Procedures for monitoring are under review and will be posted at the website upon Board approval.

Legal

There were several issues with property owners that were addressed, including the sheriff's sale of a property that has been an on-going problem for neighbors. New owner is making significant improvements and I'm sure that adjacent neighbors are pleased.

Additionally, we are asked to read this statement:

STATEMENT TO BE READ AT HOMEOWNERS' ASSOCIATION ANNUAL 2019 MEETING

The Fairwood Greens HOA has become aware of and reviewed two websites that are displaying/using a photo image of the Fairwood Greens HOA entrance monument on their websites. It is important for users and the general public to know that the Fairwood Greens HOA and its Board do not support, control, or contribute any association information to either of these, nor any other website other than its own. Websites do not have association permission to use its logo, signage, symbols, colors, or anything that indicates in its appearance, or may be confused with, or imply that these sites have any affiliation whatsoever with Fairwood Greens Homeowners' Association.

Fairwood Greens HOA has been advised by its legal counsel that it should inform website owners that any such usage needs to be discontinued, explicitly to remove the photo image of the Fairwood Greens monuments from their websites. Placing the association's logo/monument signage on any websites are misleading and may lead some members to believe that a website is affiliated with the HOA and the Board. The HOA's logo/signage is the sole property of the Association and shall not be used by others for personal websites or

communications with others without the written permission of the Association's Board of Trustees.

The Fairwood Greens HOA will only support its own website at www.FairwoodGreens.org .

Town Meeting: Bonnie Lyon

Reminder:

- Only titled homeowners can be present or speak at the function, no alcohol is allowed.
- Each homeowner is allowed five minutes to comment. No accrual of minutes may be given to another homeowner.
- Homeowners are asked to refrain from making comment on other homeowner comments as it becomes confusing and does not allow for each to fully utilize the time allotted to them.
- Specific comments that pertain to property maintenance issues with your property may be best addressed separately with chair of property maintenance committee, through email or by providing your response form. Please refrain from using this forum for your personal issues.

Homeowners thanked the Board for their service. Friends of a homeowner said we have a very nice neighborhood and low dues.

Homeowners commented that they liked the roundabout. It makes traffic flow better. A suggestion was made that we request roundabouts at the intersection of Spanish Hill and Fairwood Blvd at 172 PL.

Homeowners suggested pictures be sent with property maintenance violation letters. Short comments could be sent by email and the issue may be resolved by the time the letters arrive.

A homeowner asked for the name of a good plumber.

A homeowner is supportive of keeping fines private. CC&Rs are huge. She suggested providing a list of violations and focus on the top 2/3 of violations.

A homeowner asked what actions might be taken if the HOA monument image is not removed from a Facebook page.

A homeowner stated she is a walker and looks forward to bushes being trimmed back from the sidewalk. Pine needles are slippery when frosty. Another homeowner said pine needles and algae are slippery during dry weather.

A homeowner said many houses have no visible addresses, some are hidden by vegetation. We should standardize security mailboxes. Homeowners of vacant houses should be charged for Securitas' daily 15 minute site walk. Time could be better spent looking over neighborhood. We should sponsor kids to visit the senior living center.

A homeowner would like to see ATC's contract to determine what is being done. The contract could be posted on the website.

A homeowner appreciates the Board. He got a letter, cleaned up the issue, and it was done. Look at Covington and the junk piles in yards. If you get a letter, clean it up.

A homeowner complained of drivers speeding on Fairwood Boulevard. Drivers can't see past vegetation at intersections. Vacant properties don't look in good shape.

A homeowner appreciates the neighborhood Facebook pages. They are not being offensive. She hopes they can continue.

A homeowner thanked a Board member for stopping by her house. She sent four emails with no response.

A homeowner said the website needs revitalization. He performed a trend analysis on financial statements. He would like to analyze PM fines.

A homeowner said he cannot bring up the minutes on his mobile device.

A homeowner said we need to set up a way to help each other out.

A homeowner said Fairwood Elementary is turning 50 years old. They are hosting a carnival to celebrate.

Election Results: Bonnie Lyon

The election was conducted, closed, and the votes tabulated. Jordan Bergeron, Barrett Chilton, and Lisa Lord were elected to the Board.

On behalf of the homeowners of Fairwood Greens, its association, and its Board of Trustees, we thank two individuals:

David Dennis for his seven years of service to the community. David was Common Properties Chair for six of those years, and this past year served as the board's treasurer.

Michelle Carlson who has been on the board for five years. Michelle worked on the Property Maintenance Committee and was Chair this past year for Common Properties. Michelle and her husband were integral to putting up and taking down our flags this year along with other volunteers.

Thank you, David and Michelle. We look forward to seeing you around the neighborhood!

MOTION: To adjourn the meeting and move into Executive Session to elect new Officers and discuss personnel matters. **Second:** Yes. **Discussion:** None. **Vote:** 7-Yes, 0-No. **MOTION CARRIED.**

The meeting adjourned at 9:15 PM. The next Meeting will be held on the 4th Tuesday, October 22, 2019. Prior to the Meeting, the Meet & Greet for members will be held at 6:30 PM. Join the Board for cookies, coffee, and tea. The meeting begins at 7:00 PM at the Fairwood Golf and Country Club. Homeowners are welcome to attend Board Meetings. All attendees are requested to respect the Clubhouse dress code of shirts with collars.

Respectfully Submitted,

Jim Canterbury
Secretary

Executive Session- Officer Selection

After the Annual Meeting was adjourned the Board convened into Executive Session. The Board voted on the following as Officers of the Association for the 2019-2020 election year.

The Officer positions are as follows:

President – Bonnie Lyon
Vice President – Cathryn Hummel
Secretary – Jim Canterbury
Treasurer – Lisa Lord

These positions will be reaffirmed by vote at the October Board Meeting. The committee positions will be established.