

Fairwood Greens Homeowners Association
Monthly Board Meeting of Trustees
May 24, 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, Nathan Popovich, Mark Powell, and Steve Schmidt. Five homeowners attended the meeting.

Official Business

Approval of the Minutes: Jim Canterbury

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

Review of Annual Calendar: Jim Canterbury

Up to date.

Greeter's Report: Lenore Lee

The Greeter greeted twelve homeowners and one renter.

Homeowners Comments

A homeowner had a question about the upcoming 4th of July fireworks and whether they were legal. They inquired about the appropriate steps for reporting fireworks and what the Association's response will be in terms of illegal fireworks.

Board reply: King County governs the use of fireworks. Question was asked of KC Sheriff Sam Shirley. Suggest that homeowners stay apprised of King County rulings on this issue.

A homeowner reported that there has been a 1-ton dump truck parked on the street as well as multiple items (trash cans, spare tires etc.) on their neighbors' lawn. They are concerned about the rule violations that their neighbor is committing by running their personal construction business out of their home. They would like a timelier response from the Board on this issue.

Board reply: Complaining neighbor has received numerous responses about his concern. All houses are monitored, and if found in violation, they are provided notices. If compliance is not achieved by third notice, fines begin and can result in liens against the property.

A homeowner responded to a violation they received for having items in their driveway.

Board reply: We thank homeowners who are consistently making efforts to remain in compliance. You make ours a great neighborhood.

Committee Reports

Executive Committee: Bonnie Lyon

Twenty-four years ago, **Judy Seidel** accepted the role of recording secretary for our community. She was grateful to have an at home job when she was raising children, and she was well suited for the role with her degree in accounting. Judy assumed the role of bookkeeper four years later, then eight years later became our office manager. She has been integral to our association and its board, ensuring our association meets its obligations and functions within all governing documents.

Not only has Judy kept our association running smoothly, she has given her time to ensure that LAST SPLASH is a great family event each year by purchasing our supplies and giveaways. Judy remains a valued community member and a great neighbor. Be sure to tell Judy "Thank you" for her wonderful service when you see her in the neighborhood.

Welcome **Keri Metz** as the association's office manager. Keri has a background in accounting and property management, previously managing ten homeowner associations. She has three young children, all under six. Keri most recently worked for an attorney's office where she was responsible for accounting and payroll, and managed social media. Her experience includes all aspects of office administration.

Keri is a contract staff member for the association and assumes responsibility for communications and bookkeeping within the community. We are excited to have Keri assume this important role and welcome her contribution to our community.

The executive committee reviewed over 20 resumes, arriving at a top three candidates. We conducted interviews for those three, scoring each to a pre-developed criterion. Keri by far exceeded all applicants.

Keri starts her work with us Tuesday, May 24. Judy's last day of association work will be May 31, which allows a one-week overlap to ensure a smooth transition.

Thank you, Jordan Bergeron, and Lisa Lord, for the time you invested in our candidates to ensure that we have a continuation of great office management for our association.

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
 - o Permits are still in work with King County
 - o A Land Use notification sign will be going up for public comment in the next few weeks

Allen Park Maintenance Project – Budget Summary (No change)

Allen Park Maintenance - Statement of Work	Amount
Project Budget	\$ 212,000
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
Total Completed Work	180,144
Remaining Project Balance	\$ 31,856
Update Irrigation System	4,000
Replacement Backboard (Estimate)	2,000
Projected Underrun / (Overrun)	\$ 25,856

- Allen Park

- o Events/Reservations

- Reservation has been made for May 28th from 10:00AM – 2:00PM
- Reservation has been made for June 18th from 10:45AM – 11:45AM
- 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. Residents are still allowed to use the park while events are taking place.

- o Completed Work

- Pickleball courts completed and open for play
- Replacement picnic tables have been installed. Thank you, Steve Jackson, for standing by while the tables were installed!
- Thank you, Neil Poussier, for your continued support to improving our parks!

- o To Be Completed

- Backboard replacements in work, taking longer than expected due to retrofitting needed to attach replacements
- Additional benches to be installed. Looking for volunteers to help with building, digging, and pouring cement

- Toddler Park

- o To Be Completed

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

- Volunteer Opportunities

- o Thank you to our volunteers Nathan Popovich, Gorge Sever, Bonnie Lyon, Steve Jackson, Mark Powell, Larry Duncan and Jorge Sever for helping with our annual flag installation! The board will also be looking to install flag holders in spots where they are missing. For those that live near light poles with flags, please ensure plants and trees are trimmed back from the lights. If a flag is twisted, and you feel save enough to do so, please take the time to untwist them.

- o 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 signpost

- Please send an email to contact@fairwoodgreens.org if interested

- **Special Project – Parks Subcommittee**

- The Parks Subcommittee met on Thursday, May 19th, to discuss the results of the survey and plan next steps. The team is looking at breaking into three groups: one focused on design and planning for replacing the play equipment at Allen Park, one focused on design and planning for play equipment at Toddler Park, and one

focused on clean-up and improvements to Toddler Park. The subcommittee plans to meet again in two weeks to finalize this next stage including timeline of actions and deliverables.

Communication Committee: Mark Powell

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.

Please check the new website. The association’s website continues as the primary site for all information, records, and CC&R and R&R access. The committee has advanced on adding a Facebook page (for residents only). This is another opportunity to communicate emergent activities in the association with links to the website. Please join the Facebook page and click on “notifications” to receive alerts through Facebook about activities in the community.

A recent communications change is to combine the FGHA office land line/fax and two old FGHA cell phones to three new state of the art mobile smart phones, a savings of \$1,500 per year and will enable more efficient and timely communications.

Communication from homeowners is only achieved through mail or email.

Our second newsletter will be delivered with the dues assessment next month.

Finance Committee: Lisa Lord

Income and Expense Report

	April	Budget
Revenues		
Assessment Income	\$ 39,349	\$ 39,349
Other Income	\$ 6,925	\$ 5,550
Total Income	\$ 46,274	\$ 44,899
Expenses		
Administration	\$ 45,901	\$ 39,517
Bad Debt Expense	\$ 2,000	\$ 2,000
Office	\$ 3,101	\$ 965
Professional Fees	\$ 5,159	\$ 1,864
Total Expenses	\$ 56,161	\$ 44,346
Net Income/Loss	\$ (9,887)	\$ 553

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

	YTD	Budget
Revenues		
Assessment Income	\$307,295	\$307,296
Other Income	\$ 68,279	\$ 44,400
Total Income	\$375,574	\$351,696
Expenses		
Administration	\$393,728	\$309,568
Bad Debt Expense	\$ 16,000	\$ 16,000
Office	\$ 15,213	\$ 9,290
Professional Fees	\$ 28,354	\$ 19,012
Total Expenses	\$453,295	\$353,870
Net Income/Loss	\$ (77,721)	\$ (2,174)

Balance Sheet as of April 30, 2022

Current Assets	\$ 597,747
Allowance for Doubtful Accounts	\$(109,479)
Current Liabilities	\$ 120,132
Income	\$ (77,721)
Equity	\$ 445,857

Liens were placed on 13 properties for delinquent payments on 4/4/22.

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

The committee has been meeting on a weekly basis since April 12th, 2022, to review violations and the current processes used in regards to addressing non-compliance of property maintenance standards within Fairwood Greens HOA.

Upon review, the committee will be ending the agreement with our property maintenance vendor. We feel that this is in the best interest of our community at this time. The committee will continue on a regular basis to monitor and send notice to homeowners who are found to be in non-compliance with property maintenance standards.

Standards for property maintenance can be found on our website www.fairwoodgreens.org under Documents, Rules and Regulations, Aesthetics

There have been questions in regards to the conditions of the sidewalks in our neighborhood. Sidewalks are under the jurisdiction of King County. If there is a sidewalk in need of repair please contact the King County Road Department-

Sidewalks - King County Road Dept. 24/7 helpline: 206-477-8100 or 800-527-6237

<https://kingcounty.gov/depts/local-services/roads/services.aspx>

We greatly appreciate your patience during this time of transition.

Architectural Control Committee: Mark Powell

24April 2022 to 21May 2022

24 Approved Projects

- 1 Reroof
- 4 Fence
- 1 Landscaping

- 7 Exterior painting
 - 2 Driveway, patio, walkway
 - 1 Siding
 - 2 Solar
 - 2 Gutter replace
 - 2 Windows
 - 1 Driveway, patio
 - 1 Garage door
- 0 Unapproved Projects
- 0 Violations
- 2 Enquiries for guidance/clarification of rules/guidelines
- 1 Contractor
 - 1 Fence contractor referral

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. Phone 425-902-6994
- 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.
- Another house was purchased with the goal to turn into an Adult Family Home.

Legal Committee: Jim Canterbury

1. Discussed several Lien / Collection Judgments.
2. Discuss non-foreclosure sale, Sheriff Sale postponed. Working short sale and possible closer late May early June. Still working and reviewing Short Sale. Discussed pushing / demanding to put back on Sheriff sale as short sale dragging along.
3. 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.
4. Discuss WUCIOA (Washington Uniform Common Interest Ownership Act) and Management Companies with the Board. Haven't set meeting date with our Attorney.
5. Discussed and agreed with our Attorney sending the Filed Liens to Homeowners instead of our Office Manager as in the pass.

Security Summary (Based on Pacific Coast Security monthly report)

	Monthly Total	Apr 10 - 16	Apr 17 - 23	Apr 24 - 30	May 01 - 07	May 08 - 14
Abandon Vehicles						
Alarm Calls Home/Vehicle	1					1
Burglary	1					1
Emergency Response						
Fire						
Loose Dog	1					1
Noise Complaints	1			1		
Open Garages	21	3	4	4	6	4
Peeping Tom						
Police Activities						
Property Vandalism						
Robbery						
Solicitors						
Stolen Golf Carts						
Stolen Golf Cart Recovery						
Stolen Property/Mail						
Stolen Property/Mail Recovery						
Stolen Vehicle						
Stolen Vehicle Recovery						
Street Lights						
Street Signs						
Theft						
Trespassing	2	2				
Vacation Checks	52	9	12	12	10	9
Vehicle Accidents						
Vehicle Vandalism - Driveway						
Vehicle Vandalism - Street						
Wild Animals	1					1

On average 8 – 12 homes are on vacation check list as of report date, which account for 52 vacation checks.

Security Activities of Note:

1. On May 9, 2022, at 3:43 pm - Resident report a burglary at [].
2. On May 11, 2022 - Dog off leach roaming around []SE unknown owner.
3. On May 13, 2022, at 9:17 pm - Resident report a bear walking around #10. resident stated she called 911 already.
4. On May 13, 2022, at 8:47 am - ADT informed security of an intrusion alarm at []. Resident said they forgot to disarm their alarm.

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

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

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

- 1) [] – Traffic emphasis along []. Assisted with blocking disabled car on 140 Ave SE while they worked on a prolific theft suspect who was in custody.
- 2) [] – Checked on 2 abandoned vehicles I received via email. The Toyota Tacoma was moved to a driveway. The BMW will be moved ASAP. I tagged both and spoke to the people responsible for the vehicles. Traffic emphasis along [].
- 3) [] – Traffic emphasis along [] going onto [] corridor. Area check on [] where there had been an abandoned vehicle on Tuesday. It was moved into the driveway.
- 4) [] – Traffic emphasis [] SE Fairwood Blvd (1 notice of infraction for speeding), [].
- 5) [] – Car fire at SE [] that was parked on the public roadway. Car not stolen; spoke to resident. Traffic emphasis along [].
- 6) – 17 May – 2:00 pm – 6:00 pm – 4 hrs – Traffic emphasis along [].
- 7) – 19 May – 2:00 pm – 6:00 pm – 4 hrs – Traffic emphasis along [].

May Vehicle Report

Address	Date	Officer #	Violation: - Comm Veh - Rec Veh - Nuisance Veh	License #	Vehicle Description	Location: - Roadway - HO Prop	Notes	Photo #	Active: Yes/No	Notes	Handoff to KCSO for disposal?
	1/10/22	0, 1	Rec Veh	Obscured	Boat on trailer	HO Property	Larger boat parked on homeowner driveway	011022-1	Yes 01/10/22 02/03/22 3/14/22	Was moved then returned	No
	1/10/22	0, 1	Comm Veh		Red Chev 3500HD Stakebed Truck	Roadway	Red comm truck with signage landscape waste and trash hauling	011022-2 011022-2B	YES 1/10/22 02/03/22 3/14/22	Still overnights 4/21/22	No
	1/10/22	0	Comm Veh		White Ford stakebed truck	HO Property	White Ford stakebed truck seen weekends and evenings only	011022-6	Yes 01/10/22 02/03/22 03/14/22		No
	2/3/22	0,2	Nuisance Veh		Blue Isuzu I.Mark Diesel	Roadway	Flat Tires/Not Roadworthy 8+1 cars on-site	020322-1, -2, -3	No - 02/03/22 03/14/22 see notes	8 + 1 cars at residence but Gone	Yes - Isuzu was tagged to tow, owner moved vehicle so KCSO must pull tag.
	3/14/22	0, 1	Comm Veh		White Isuzu stakebed truck	HO Property	White Isuzu stakebed parked for some time on strip adjacent to driveway	031422-1	3/14/2022 4/16/2022 4/21/2022	Residence under construction for some time	No
	June '22 Cue		Nuisance Veh		Gray, beat-down 70's pickup	Roadway					
	June '22 Cue		RV		~2019 EHGNA Carado Banff Class B Motorhome	HO Property					
	June '22 Cue		Nuisance Veh		Blue Toyota Tacoma Pickup	Roadway	Reported by neighbor as abandon				Yes - on 5/1 note to KCSO
	June '22 Cue		Nuisance Veh		Black BMW sedan	Roadway	Reported by neighbor as abandon, expired tabs				Yes - on 5/1 note to KCSO
	June '22 Cue		Nuisance Veh				Reported by neighbor				No

Property Maintenance Recovery - Vehicle Compliance Inspections

No new vehicle inspections as PMC recovery work continues. Plan to continue in June to emphasize:

- Commercial Vehicles
- RV's - Class A, Class B and Class C motorhomes and boats
- Nuisance Vehicles (unlicensed and/or not roadworthy)

Finished-up FGHA Security Vehicle Report - Work Instruction.

Pacific Coast Security Support:

Proper reporting of Noise violations continues to be an issue. Have made three interrogatories with Pacific Coast Security's operations manager as well as discussion with senior site manager. We have been patient as PCS has lost two of best 3rd shift officers and PCS competes with local police and sheriff's offices for talent. Solving this issue is Security Chair's highest priority.

Street Light Outages – Please report your streetlight outage to Puget Sound Energy website at this link - <https://www.pse.com/outage/report-street-light-outage> , or call them at 1-800-562-1482. They will ask for your address and a pole number which is displayed on the street side of the pole, about 6 feet above the ground.

Washington state law RCW 46.61.570 – “... it is unlawful to stop, stand, or park a vehicle on a sidewalk or planting strip.”

External Affairs: Robert Bradley
No report.

Active Work

Active Work: No report.

Bonnie Lyon:

MOTION: To accept resignation of Lois McMillan with our sincere gratitude for her service to the community.
Second: Yes. **Discussion:** None. **Opposed:** 0. **MOTION CARRIED.**

MOTION: To appoint Nathan Popovich as a trustee of the Board. **Second:** Yes. **Discussion:** None. **Opposed:** 0. **MOTION CARRIED.**

Adjournment: Bonnie Lyon

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

Closing

The next meeting will be held on **Tuesday, June 28, 2022**, and will begin at **7:00 p.m.** A Meet and Greet will begin at 6:30 with cookies and beverages.