

Fairwood Greens Homeowners' Association
Monthly Board Meeting of Trustees
February 28, 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, Steve Jackson, Joe Krumbach, Lisa Lord, Bonnie Lyon, Mark Powell, Nathan Popovich, and Brian Schanz. There was a vacancy on the board that was immediately filled by unanimous vote from the board. Barbara Young will complete the vacancy created by Dan Dorman most recently filled by Rob Bradley with the term expiring in September 2023. The board thanks Rob Bradley for serving. Three 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 vehicle thefts targeting Hyundai and Kia are still prevalent in the area and reminded homeowners to put their vehicles in their garages or use steering wheel locks. He spoke about a recent attempted bank robbery at Wells Fargo and mentioned that his tentative retirement will be on June 20th, 2024.

Renton Regional Fire Authority – Battalion Chief Craig Soucy

Chief Soucy reminded homeowners that February is healthy heart month and homeowners can visit the fire station to receive free blood pressure and blood sugar checks. He stated that brush fires are still the main occurrence in the area. He informed that the fire department are now wearing bullet proof vests and taking active shooter training. Chief Soucy also announced his upcoming retirement on June 20th, 2024.

Renton City Council – Kim-Khánh Vãn

Council Member Vãn, chair of public safety, attended the meeting and addressed questions from the Board. She spoke about the council's stance on funding of the Renton police department and stated that the city has consistently provided the full funding as requested by the police department. Recently the city has created a south downtown patrol district unit and passed an agenda to change officer pursuit requirements. The city has 133 officer positions and 127 of those positions are filled. The city is incentivizing officers with previous experience to join the police department with a sign on bonus. The city is 6 months early in recruitment to the police academy. On the environmental front, the council has spoken against a proposed asphalt plant being constructed near the Cedar River. Council Member Vãn reminded the board and homeowners that she represents herself as an individual council member and does not represent the entire council.

Official Business

Approval of the Minutes: Jim Canterbury

MOTION: To approve the January Minutes as submitted. **Second:** Yes. **Discussion:** Yes. **Vote:** 8-Yes, 0-No. **MOTION CARRIED.**
Minutes approved.

Review of Annual Calendar: Jim Canterbury

Homeowner Comments

The Board always welcome members to attend our meetings so you 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 violations and ACC applications.

Committee Reports

Executive Committee: Bonnie Lyon

Thank you to the several hundreds of homeowners who have completed and submitted a General Authorization for Electronic Communication. These homeowners assist with managing 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 current R&R. These will be sent to homeowners after board review and approval 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 (or use the online communication form at www.fairwoodgreens.org).

Postcards to remind homeowners of spring cleanup campaign will not be sent this year. With monitoring of R&R compliance now returned to board responsibility, it was determined that homeowners do not need any further reminder.

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

Greeting new homeowners is once again fully functioning with four new homeowners contacted and two meetings.

Do you wish to volunteer within your community? There is always something to be done! We have 4 active subcommittees where you can assist.

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. The speed limit in Fairwood Greens is 25 MPH.

Finance Committee: Mark Powell

Treasurer Report, Feb 2023

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 - January

	Actual	Budget
Revenues		
Assessment Income	\$ 47,250	\$ 47,250
Other Income	\$ 1,733	\$ 5,500
Total Income	\$ 48,983	\$ 52,770
Expenses		
Security	\$ 32,960	\$ 32,040
Common Properties	\$ 3,232	\$ 4,279
Special Events/Community	\$ 0	\$850
Utilities	\$ 322	\$1,300
Office	\$ 771	\$ 1,537
Professional Fees	\$ 15,193	\$ 7,495
Other	\$2,002	\$2,000
Total Expenses	\$ 54,480	\$ 49,501
Net Income/Loss	\$ (5,497)	\$ (3,269)

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

	Actual	Budget
Revenues		
Assessment Income	\$ 204,653	\$ 204,653
Other Income	\$ 29,679	\$ 27,500
Total Income	\$ 234,332	\$ 232,246
Expenses		
Security	\$ 162,362	\$ 160,200
Common Properties	\$ 20,851	\$ 21,395
Special Events/Community	\$4,005	\$4,250
Utilities	\$10,099	\$6,500
Office	\$ 14,244	\$ 7,685
Professional Fees	\$ 53,016	\$ 37,475
Other	\$11,840	\$10,000
Total Expenses	\$ 276,417	\$ 247,505
Net Income/Loss	\$ (42,086)	\$ (15,259)

Balance Sheet as of January 31, 2023

Total Assets	\$ 544,166
Total Liabilities	\$ (30)
Total Equity	\$ 544,196

Legal Committee: Jim Canterbury

1. Discuss payment plans / collection lawsuit for non-payment of dues / fines.
2. Discuss settlement agreement with Allen Park Homeowner on Adverse Possession and Timber Trespass Claim. Action taken 2/11/2022. Insurance Carrier Liberty Mutual Attorneys a local firm, are taking over the issue. Attorneys are requesting discovery documents and depositions. Also, Attorneys have submitted for Summary Judgement. No further action.
3. Discuss Offensive / Egregious Conduct R&R regarding two (2) Homeowners.

Property Maintenance Committee: Lisa Lord

Winter weather has arrived, and the Property Maintenance Committee is taking into account the impact weather is having on yards and home exteriors. Beginning mid-March (weather permitting) the committee will begin to address moss on property (including roofs, stone walls, driveways, etc) as well as downed branches, overgrowth, and basic yard maintenance.

- Property Maintenance Committee follows a set process for the routine inspection and resolution of non-compliance issues within the community.
- Reports of non-compliance that are provided to the committee from community members are investigated and appropriate action is applied. Those submitting a non-compliance report receive a reply in regard to receipt of concern.
- Action taken in regard to non-compliance reports may or may not be provided back to initial provider. The committee respects and protects the privacy of all property owners and does not share information without property owner permission.
- Property owners that do not respond to or take active resolution steps to the request(s) of the committee may have further action taken.

Complete Rules and Regulations are available on the website. www.fairwoodgreens.org

HOALife is proving to be a useful tool to the property maintenance process.

Friendly reminders:

- Please clean up after your pets
- Sidewalk in need of repair, 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, contact PSE 888-225-5773 or email: customer care@pse.com
- Suspect water leak, contact Cedar River Water and Sewer Office 425-255-6370, email: custsvc@crwsd.com

Inspection Summary Report January 24, 2023-February 27, 2023

Properties

Number of Properties with Violations	33
Total Violations	46
1st Violation	34
2nd Violation	9
3rd Violation	3

Violation Categories

Rules & Regulations - Waste Container Storage	6
Rules & Regulations - Vehicles	1
Rules & Regulations - Aesthetics - Yard Maintenance	9
Rules & Regulations - Aesthetics - Holiday Decorations	12
Rules & Regulations - Aesthetics - Trees & Shrubs	2
Rules & Regulations - Rentals of Single-Family Homes/Tenants	2
Rules & Regulations - Recreational Vehicles	2
Rules & Regulations - Commercial Vehicles	9
Rules & Regulations - Annoyance/Offending Conduct	2
Rules & Regulations - ACC Non-compliance	2
Closed Violations	8

Architectural Control Committee: Mark Powell
22 Jan 2023 to 24 Feb 2023

22 Approved Projects

- 1 Deck
- 4 Roofs/gutter
- 1 Chimney repair
- 1 Garage door
- 1 Generator install
- 5 Fence
- 1 Heating System/AC/Heat pump
- 1 Patio cover
- 1 Exterior painting
- 1 Window replace
- 2 Driveway replace
- 2 Adult Family Conversion projects
- 1 Landscape project

1 Unapproved Projects

- 1 Storage shed, exceeds allowable size

1 ACC violations

- 1 Fence project without approved ACC

5 Enquiries for guidance/clarification of rules/guidelines

- Gutter replacement
- 3 Homeowner reports/complaints of new Adult Family Home conversion next door/nearby
- Roofing materials allowed
- 1 Dumpster request

Misc.

- 2 new Adult Family Home conversions started.
- All exterior projects require an approved ACC form to be in place prior to start of projects. Failure to do so will 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. Shed projects must comply with ACC R&R and Guidelines.

Security Committee: Steven Jackson

Summary (Based on Pacific Coast Security monthly report):

	February Total	January 15 - 21	January 22 -28	January 29 - February	February 06 - 11
Abandon Vehicles					
Alarm Calls Home/Vehicle	1				1
Loose Dog	2		1		1
Noise Complaints	5	1		3	1
Open Garages	21	4	5	7	5
Solicitors	1				1
Stolen Property/Mail					
Stolen Property/Mail Recovery					
Stolen Vehicle					
Stolen Vehicle Recovery					
Street Lights					
Street Signs					
Theft					
Trespassing	3	1	2		
Vacation Checks	36	8	10	8	10
Vehicle Accidents					
Vehicle Vandalism - Driveway					
Vehicle Vandalism - Street					
Wild Animals					

Security Activities of Note / Pacific Coast Security - Info from officer daily activity report, and weekly summary:

- 1) On January 29, 2023, at 3:42 am resident reported noise complaint loud music from resident. Security responded to the

residents and did hear loud music coming from the residents. Security requested the residents turn down the music. Resident complied.

- 2) On January 31, 2023, at 7:59 pm resident reported a noise complaint from resident. The complaint was construction work on house disturbing the neighbors.
- 3) On January 25, 2023, at 10:23 am resident reported suspicious activity happening at a residence. The suspicious activity is heavy traffic of personnel in and out of residence and yelling.
- 4) On January 25, 2023, at 7:54 pm resident reported a stray dog roaming the area.
- 5) On January 27, 2023, at 5:53 am resident reported a suspicious person roaming around. Description was white male, wearing all-black with brown stocking cap.
- 6) On February 05, 2023, at 10:57 am resident reported noise complaint loud music from residence, reported a suspicious person going through mailboxes.
- 7) On February 08, 2023, at 4:07 pm resident reported the neighbor's dog is loose and walking into his property.
- 8) On February 09, 2023, at 11:58 am, resident reported a solicitor going door to door putting fliers on the doorknobs. Company was Farm Fresh.
- 9) On February 10, 2023, at 11:20 am ADT informed security of an active alarm. Security responded and made contact with residents. Resident informed security that his family member forgot to disarm the alarm.
- 10) On February 13, 2023, at 8:52 am resident reported that a young male driving a green with white top. Resident also reported that he has a no contact order against the young male individual and that the young male has been served. Resident then reported. *FGHA Trustees on 02-02-2023 initiated Annoyance/Offensive Conduct violation for homeowner harboring perpetrator. FGHA Security reports KCSO later in day arrested perpetrator presumably for violation of restraining order; quiet since.*
- 11) On February 13, 2023, at 10:54 am vehicle accident at 140th Ave SE and Fairwood Blvd. Vehicle involved was a white Dodge pickup. *FGHA Security Chair has acquired WTP police report to support insurance claims for replacement of damaged tree.*
- 12) On February 13, 2023, at 3:13 pm Security was informed of an active alarm. Security responded and contacted the residents. Resident informed security that his family member did not close the front door fully and the wind blew it open.
- 13) On January 29, 2023, at 2:59 am resident reported noise complaint loud music from resident. Security responded to the residents and did not hear any noises coming from the residence.
- 14) On February 14, 2023, at 7:28 pm, Resident reported a loose dog.

FGHA Security / HOALife Homeowner Violation Notices:

- Annoyance/Offensive Conduct – Noise 1st Notice, two noise (loud music) complaints different dates witnessed by FGHA Security during quiet hours plus email complaints from neighbors.
- Annoyance/Offensive Conduct – Egregious conduct homeowner as documented by FGHA Security report and KCSO police reports available upon request.

King County Sheriff's Office

We continue off-duty KCSO patrols. Currently evaluating need to go back to second officer during long days, children in school and return to work.

Info from daily officer log:

21 February–House check; Traffic emphasis. Area check to look for resident who had left their house.

16 February–Traffic emphasis, 1 notice of infraction for speeding.

14 February–Traffic emphasis, determined a vehicle tagged for 24-hour violation on 02/07/23 had not moved. Vehicle impounded by Bankers' Towing. Traffic emphasis.

09 February–Traffic emphasis.

07 February–Traffic emphasis, parking complaint.

24 January–Traffic emphasis.

Feb '23 Vehicle Report

- 1) Commercial Vehicles – Landscape trucks and utility trailer on premises over time – 3rd Notice - CLOSED
- 2) Commercial Vehicles – Multiple paint contractor commercial vans on premises over time / indicates operating business out of residence – 3rd Notice.
- 3) Commercial Vehicle – Electrician's work van on premises over time – 3rd Notice
- 4) RV – Motorhome in driveway, homeowner responded with letter from Attorney – 2nd Notice.
- 5) Commercial Vehicle – HVAC contractor van on premises, received letter and response to FGHA board, request denied as no registration and no letter from employer stating harboring vehicle at residence was condition of employment was submitted. – HELD FOR BOARD FINAL DISPOSITION.

- 6) RV – Motorhome in driveway – States RV is commuter vehicle, no such relief in reg so conversation continues, 2nd notice dated Jan 22 and 3rd notice is imminent.
- 7) *Commercial Vehicle – Large standup commercial van in driveway over time, 2nd notice sent.*
- 8) *Commercial Vehicle – Large standup commercial van on premises. Homeowner requested relief as operating a business out of residence. Records indicate this address violated same regulation back in 2013. Potential to further sanction for operating business out of residence over time and repeat/chronic offender. 2nd notice sent 02-20-2022.*
- 9) *RV –in driveway, 1st notice, resident sent link to website requesting relief.*
- 10) *SUV parked on back patio – First notice 01-25-2023 – CLOSED 02-20-2023*
- 11) *Commercial Vehicle – Commercial van with flood light in driveway – NEW – 1st notice dated 02-20-2023.*
- 12) *Commercial Vehicle – Nuisance Vehicle on trailer parked at neighbors, then moved by KCSO to owner’s driveway. Received 1st notice 02-04-2023. CLOSED 2-24-2023.*
- 13) *Commercial Vehicle – Commercial window van on property over time as documented by several emails from neighbors. Moved prior to inspection, remains gone as of last inspection 02-20-2022. CLOSED 2-24-2023.*

Pacific Coast Security – Contract Oversight:

Pacific Coast Security continues to be responsive to FGHA requests and exceeds expectations as described in 2022-2023 Security contract.

- Seamlessly move disabled patrol vehicles in/out of patrol duty.
- On-boarding new officers.
- Continued mentoring/training of existing officers.

Speed limit throughout Fairwood Greens is 25 MPH.

Parking on sidewalks, and parking against traffic is unlawful.

Common Property Committee: Nathan Popovich

On February 13, 2023, a vehicle crashed into the center row of trees at 140th and Fairwood Blvd. Police were on scene along with security who both filed reports. Some of the hedge and one of our trees was damaged and deemed unsalvageable. The trees have not fared well over the years and were to be looked at for replacement later this year. Replacement options are being evaluated pending budgetary constraints for replacement of all trees. Cost is estimated to be \$1,200-\$1,800. Funds recovered from the driver’s insurance will be applied to this cost. We hope to utilize volunteers when it comes time. Timers need to be replaced due to wear and tear from weather.

- **Holiday Lights:** A pair of women’s gloves was recovered. If they belong to you, please send an email to contact@fairwoodgreens.org
- **Allen Park**
 - The Allen Park Subcommittee is looking for more volunteers. Anyone interested in joining please send an email to contact@fairwoodgreens.org
 - Piles of debris – following a windstorm in early February there were several piles of debris. Due to the volume, not all of the debris was able to be removed in one visit. It was later removed.
 - The basketball net for the adjustable hoop was stolen. Homeowners replaced the basketball hoop net.
 - Sprinkler Control Box needs replaced and brought up to date.
- **Toddler Park**
 - The subcommittee is working with vendors to identify replacement equipment.
- **Cul-de-sacs**
 - Improvements and repairs slated for Spring 2023.
- **Open Actions**
 - Re-writing of the lawn maintenance contract.
 - Extending timeline for cul-de-sac plans to have work quoted along with lawn maintenance. Other bids will be obtained.
 - Utilizing volunteers for holiday lights, flood mitigation, and other activities has saved the association money and the budget is back on track. *Please consider volunteering!*

Special Projects Committee: Bonnie Lyon

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

We reached out to King County Councilman Reagan Dunn, Mayor Pavone and Renton City Councilmember Kim-Khánh Văn to speak at our monthly meeting. Dunn and Pavone declined. Renton City Councilmember Kim-Khánh Văn spoke to board (*see summary on page 1 of minutes*).

We reached out to Sound Generations for guidance on options for our homeowners in need of housing repair. Sound Generations does not cover Renton but connected us with The City of Renton Housing Repair Program. Eligibility is limited to homeowners falling below specific income requirements and can be found on the City of Renton site. We will include the site on the Fairwood Greens HOA Site.

https://www.rentonwa.gov/city_hall/equity_housing_and_human_services/housing_repair_assistance

Services include:

- Assessment: For new clients, the first service will be an inspection of the property and assessment of needs.
- Safety: Install smoke alarms, carbon monoxide alarms and security lights. Repair and/or replace steps and stairs.
- Plumbing: Repair and/or replace water heaters, leaking faucets, valves, toilets, sinks, drains, and pipes.
- Electrical: Repair and/or replace non-working lights, switches, outlets, circuits, and exhaust fans.
- Weatherproofing: Clean, repair and/or replace gutters and downspouts.
- Heating: Repair and/or replace faulty furnace fans, thermostats and faulty primary heating equipment that is the sole source of heat.
- Adaptations for Disabilities: Install, repair and/or replace exterior ramps, handrails, grab bars, handheld shower heads, tub/shower seats, elevated toilet seats, tub edge saddle grab bars, and level doorknobs and faucet handles.
- Roofing: Application of treatment to kill and/or inhibit moss growth. Repair minor roof leaks. Repair and/or replace roof flashing.

Greeter’s Report: 3 new homeowners in February.

Active Work:

Discussion regarding tree options for the front entryway. Common Properties Committee to prepare options and present to Board.

New Board Member: Bonnie Lyon

MOTION: To welcome new Board Member Barbara Young to serve out the remainder of position vacated by Dan Dorman to expire September 2023. **Second:** Yes. **Discussion:** None **Vote:** 8-Yes, 0-No. **MOTION CARRIED.**

Adjournment to Executive Session: Bonnie Lyon

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

The meeting adjourned at 8:47 PM. The next meeting will be held on Tuesday, March 28, 2023, and will begin at 7:00 p.m.