

**Fairwood Greens Homeowners Association  
 Monthly Board Meeting of Trustees  
 November 22, 2016**

**Government/Guests Reports to the Board**

President Jim Canterbury called the monthly meeting of the Board of Trustees to order at 7:00 p.m. Trustees in attendance were Jack Bramson, Michelle Carlson, Doug Christensen, Lori Conrath, Diana Garcia, Lisa Lord, and Jim Canterbury. No homeowners attended the meeting.

**Securitas Security Services:** Security Officer Ken Talkington

	<b>10/19/16</b> - <b>11/16/16</b>	10/22/15 - 11/19/15	<b>09/01/16</b> - <b>11/16/16</b>	09/01/15 - 11/19/15
Abandon Vehicles	3	1	9	1
Alarm Calls Home/Vehicle	6	5	9	8
Barking Dog			1	
Burglary		2	1	2
Emergency Response	3		5	
Information			2	
Loose Dog			1	
Noise Complaints	1		2	
Open Garages	9	28	57	92
Police Activities		4	4	9
Property Vandalism			2	
Solicitors		1	1	1
Stolen Property/Mail	1		1	
Stolen Property/Mail Recovery	1		2	
Stolen Vehicle			1	
Street Lights	3	5	9	13
Street Signs		1		1
Theft	2	5	6	5
Trespassing	3	5	7	7
Vacation Checks	43	48	120	149
Vehicle Accidents		1		1
Vehicle Vandalism - Driveway	2	3	4	3
Vehicle Vandalism - Street		1	1	1

## Official Business

**Approval of the Minutes:** Lisa Lord

**MOTION:** To approve the October Minutes as submitted. **Second:** Yes.

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

**Review of Annual Calendar:** Lisa Lord

All up to date.

**Greeter's Report:** Lenore Lee

Four homeowners and six renters were greeted.

## Committee Reports

**Executive Committee:** Jim Canterbury

Month – November 2016

Reminders:

1. Homeowners should clean tree leaves/debris from the storm drains in the street by their homes. This will help prevent street flooding and water getting into homes and/or basements and possibly prevent a vehicle accident from hydroplaning.

2. Some areas of our neighborhood had an ongoing infestation of rats and raccoons this year. Homeowners should not put out food scraps to feed the squirrels and crows as it only invites other rodents (mice & rats), racoons, and black bears to the neighborhood. It not only increases the rodents around, inside or under your home but it also affects your neighbors' property. Let's all be good neighbors and not feed the wildlife animals as it is against the King County code title 8.06

3. Recently there have been reports of mail/package thefts from within the Fairwood Greens community. Please be vigilant and aware that when putting outgoing mail into your mail box with the red flag up represents an opportunity to many other than the mailperson. Also, be aware of packages delivered by USPS, UPS or Fed Ex to your front door this time of year. A package left at the front door it is a crime of opportunity if not picked up timely.

Here's some information from the King County Sheriff's Website about identity theft:

Protect against identity theft by being vigilant about the security of your mail. Many identity thieves target home mailboxes and steal mail because it often contains valuable personal and financial information.

- Do not place outgoing mail in your home mailbox. Deposit it directly in a secure mailbox.
- Install a locking mailbox to receive all incoming mail.
- Pick up new checks from the bank in person instead of having them mailed to you.
- Shred any pre-approved credit card applications delivered to your home.
- Stop mail delivery to your home when you are on vacation by using [www.USPS.com](http://www.USPS.com) or [www.FedEx.com](http://www.FedEx.com). (external link).
- Request a signature on delivery. No Signature the package company will require pickup at their facility.

If you see anything suspicious, call 911 immediately (King County Sheriff) and call Securitas (local roving officer) at 425-221-8170 to report. Also, try to get vehicle description and license plate number.

Many homes have installed personal locking mailboxes as protection. Information about locking mailboxes can be found on the Fairwood Greens website ([www.fairwoodgreens.org](http://www.fairwoodgreens.org)) under "FAQ".

**Common Property Committee:** David Dennis  
No report.

**Records, Correspondence and Web Committee:** Judy Seidel  
No report.

**Finance Committee:** Doug Christensen

#### Income and Expense Report

	October	Budget
<b>Revenues</b>		
Assessment Income	\$ 37,475	\$ 37,475
Other Income	\$ 4,735	\$ 2,908
<b>Total Income</b>	\$ 42,210	\$ 40,383
<b>Expenses</b>		
Administration	\$ 31,370	\$ 33,423
Bad Debt Expense	\$ 2,000	\$ 2,000
Office	\$ 1,031	\$ 1,591
Professional Fees	\$ 193	\$ 1,860
<b>Total Expenses</b>	\$ 34,594	\$ 38,874
<b>Net Income/Loss</b>	\$ 7,616	\$ 1,509

**Year to Date Income and Expense Report  
(Since September 1, 2015)**

	YTD	Budget
<b>Revenues</b>		
Assessment Income	\$ 74,950	\$ 74,950
Other Income	\$ 11,786	\$ 5,815
<b>Total Income</b>	\$ 86,736	\$ 80,765
<b>Expenses</b>		
Administration	\$ 68,570	\$ 78,646
Bad Debt Expense	\$ 4,000	\$ 4,000
Office	\$ 3,710	\$ 3,862
Professional Fees	\$ 1,165	\$ 3,720
<b>Total Expenses</b>	\$ 77,445	\$ 90,228
<b>Net Income/Loss</b>	\$ 9,291	\$ (9,463)

**Balance Sheet as of October 31, 2016**

<b>Current Assets</b>	\$ 754,974
<b>Allowance for Doubtful Accounts</b>	\$ (72,526)
<b>Current Liabilities</b>	\$ 102,280
<b>Income</b>	\$ 9,290
<b>Equity</b>	\$ 570,878

Liens were placed on the property of ten delinquent homeowners.

The audit was received and will be available on the website.

**Special Projects Committee:** Bonnie Lyon

Calendar for 2017:

Garage Sale: July 7, 8, 9

Meet and Greet: Feb. 28, June 27, Oct. 24

Concerts in Park: Aug 6, Aug 13, Aug 20, Aug 27

Last Splash: Sept 10

**Property Maintenance Committee:** Lisa Lord/Michelle Carlson

Fall weather is here. Please help our community by keeping drains and walkways clear of leaves and debris. Keep low hanging branches and shrubs clear of sidewalks. Political signs are to be removed from yards. If you are a homeowner with a light pole, we ask that you trim trees and shrubs from around the light.

**Architectural Control Committee:** Lori Conrath

The following report is from October 26 - November 22.

6 ACC requests

3 Roof  
1 Driveway  
2 Paint

Four of the six requests are still pending approval/additional information.

In October the flashing 20 mph sign for the school was installed and is in use before and after school on Fairwood Boulevard. The sign has helped significantly to slow traffic and make drivers aware.

In November I submitted multiple addresses for the Property Maintenance Committee to follow up on that had trees and/or shrubs overtaking the sidewalk along Fairwood Boulevard.

**Legal Committee:** Jim Canterbury  
Month – November 2016

1. Discussed several homeowners' collection and payment plans.
2. Discussed homeowner fines of items stored outside, stored vehicles and collection lawsuit.
3. Discussed collection on probate estate of both deceased homeowners.

**Security Committee:** Jack Bramson

The King County Sheriff's Office performed 9 dedicated Fairwood Greens patrols that resulted in the following activities:

14 citizen contacts  
4 parking violations  
2 NOI's issued for traffic infractions  
1 patrol assistance

There were no noteworthy incidents related to Halloween.

The monthly Securitas activity report showed no reporting categories with a noticeable change/trend.

As we are entering the holiday season, this is traditionally a time when package thefts increase so all residents are reminded to be diligent in how they receive packages and should attempt to avoid having delivered packages left on front porches for extended periods of time whenever possible.

**External Affairs:** Diana Garcia

On Tuesday, December 6<sup>th</sup>, Fairwood Elementary students and families will be caroling between 6:25 pm and 8:00 pm on streets close to the school (148<sup>th</sup> Avenue SE, SE 165<sup>th</sup> Street, 145<sup>th</sup> Avenue SE, SE 167<sup>th</sup> Street, and 147<sup>th</sup> Avenue SE). Carolers will be led by Fire Station #17.

We encourage homeowners to come out and join us. This is a great opportunity to get in the holiday spirit, interact with your neighbors, and support your neighborhood elementary school.

**Active Work**

**Action Items:** Jim Canterbury

1. Christmas lights at 140<sup>th</sup> Entrance.
2. Committee report on Kensington Monument – if any.
3. Covered roof for Allen Park concrete pad.
4. Picnic Table Allen Park repair/replace.
5. December 2016 Board meeting will be cancelled due to Christmas Holidays.
6. Merry Christmas to all.

**Action Items:** Lisa Lord/Michelle Carlson

**Motion:** That the owners of the property at code 0116254 be assessed a fine of \$10 per day for 'Aesthetics' starting September 14, 2016, as allowed by the Association's R&R on "Aesthetics" if they have not complied with the Association's request to clean the roof no later than September 13, 2016.

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

**Motion:** That the owners of the property at code 13261 be assessed a fine of \$10 per day for 'Aesthetics' starting September 14, 2016, as allowed by the Association's R&R on "Aesthetics" if they have not complied with the Association's request to remove the household items being stored in the driveway no later than September 13, 2016. **Second:** Yes. **Discussion:** None. **Vote:** 7-Yes, 0-No. **MOTION CARRIED.**

**Motion:** That the owners of the property at code 118559 be assessed a fine of \$10 per day for 'Vehicles' starting September 27, 2016 as allowed by the Association R&R on "Vehicles" if they have not complied with the Association's request to update the vehicle tabs no later than September 26, 2016. **Second:** Yes. **Discussion:** None. **Vote:** 7-Yes, 0-No. **MOTION CARRIED.**

**Motion:** That the owners of the property at code 112474 be assessed a fine of \$10 per day for 'Vehicles' starting September 27, 2016 as allowed by the Association R&R on "Vehicles" if they have not complied with the Association's request to update the vehicle tabs no later than September 26,2016. **Second:** Yes. **Discussion:** None. **Vote:** 7-Yes, 0-No. **MOTION CARRIED.**

**Motion:** That the owners of the property at code 13261 be assessed a fine of \$20 per day for 'Vehicles' starting November 16, 2016 as allowed by the Association R&R on "Vehicles" if they have not complied with the Association's request to update the vehicle tabs no later than November 14, 2016. **Second:** Yes. **Discussion:** None. **Vote:** 7-Yes, 0-No. **MOTION CARRIED.**

**Motion:** That the owners of the property at code 116254 be assessed a fine of \$10 per day for 'Vehicles' starting November 16, 2016 as allowed by the Association R&R on "Vehicles" if they have not complied with the Association's request to update the vehicle tabs no later than November 14, 2016. **Second:** Yes. **Discussion:** None. **Vote:** 7-Yes, 0-No. **MOTION CARRIED.**

**Adjournment:** Jim Canterbury

**Motion:** To adjourn the meeting. **Second:** Yes. **Discussion:** None. **Vote:** 7-Yes, 0-No. **MOTION CARRIED.**

### Closing

The meeting adjourned at 8:00 p.m. The next meeting will be held on **Tuesday January 24, 2017** and will begin at **7:00 p.m.** at the Fairwood Golf and Country Club. Any homeowner wishing to enjoy dinner in the Club prior to the meeting can be served from 5:30-6:45 p.m. in the dining room. The Club has a dress code rule of shirts with collars must be worn in the Clubhouse. All attendees are requested to respect the dress code.

Respectfully submitted,

Lisa Lord  
Secretary