

## Garden Grove Condominium HOA Meeting Minutes

**gardengrovecoa.com**

**Property Managed by:** Tom Gish of Port Gardner Property Management

**After Hours Emergency:** 425-329-6210

**Maintenance Requests:** All requests go to [Tgish@portgardnermgmt.com](mailto:Tgish@portgardnermgmt.com) 425-339-1160 X 223

### MAY HOA MEETING HELD ON 05-28-2019

**Meeting Location:** Held on site at Presidents home

**Meeting Held at 7:02pm**

#### **Roll Call:**

Building Residents Represented – NONE

President – Marykate Wilson

Vice President — Eric Wilkins

Secretary Treasurer – Chris Hinman

Port Gardner Property Management — Tom Gish

#### **REMINDERS:**

- **Satellite Dishes:** Install and dish placement requires HOA Board Approval. Pull Approval Request Form from Website. [gardengrovecoa.com](http://gardengrovecoa.com) under Documents.
- **Light Bulb:** Approved light bulb throughout the Community is 60-watt daylight bulb.
- **Speed Limit:** 10 miles per hour at all times.

#### **NEW BUSINESS**

##### **HOA Board Meeting Location and Restructure Changes:**

**Location Change:** Homeowners are expressing interest in attending meetings. The location for future meetings is at Garden Court Retirement Center 520 112<sup>th</sup> St SW, Everett WA 98204 on the 4th Tuesday each month at 7:00pm. (December is sometimes excluded).

**Re-structure:** The HOA President normally leads Monthly Meetings. Since Tom from Port Gardner prints and provides the Board with the monthly Meeting Agenda packet, Marykate felt it makes sense for Tom to lead the Meetings as well. Although Marykate is President, she will continue to take meeting minutes as she has done in the past.

**Irrigation Bid:** Board Approved Irrigation Repair bid.

**New Homeowner Welcome Letter:** The Board would like to be assured that new residents are aware of the Rules, Regulations and Declarations when they move in. Creating a Welcome letter from the Board introducing the rules and the Board was one idea. Marykate will work to create this letter.

**Notifications Page on Website:** Adding a Notifications Tab to gardengrovecos.com where residents can view current happenings each month. This will be of value, as the meeting minutes cannot be posted to the site until after being formally approved at the future months HOA Board Meeting.

**Maintenance Spreadsheet for Homeowners to View online:** Marykate will create a Grid. It will be an “at a glance” list of regular maintenances needed throughout the community. Residents can view the document online. An example would be: Look to see when the next Dryer Vent Cleaning or Window washing should be done. It will be items Monthly, Quarterly, Yearly, 2yr etc. Marykate will create this grid. ETA is about 4 months out.

**Landscape Bid:** The bid covered a large scope. Board approved about 6 of the items. Residence will be seeing several Landscaping improvements in progress soon at various locations throughout the Community.

**Off leash Dog Park:** It was suggested to put an off leash dog park behind the garages across from DD (721) Building. It was voted down at the moment. Board is concerned on who is going to maintain this area once it is fenced off as a dog park.

**Dryer Vent Cleaning:** Scheduled for July 9<sup>th</sup>. Tom will mail notices mid June. They clean from the outside however you will have the option to have the company come inside your unit to clean your inside dryer vent. The fee is very reasonable.

**Sparkle Pressure Wash:** Sparkle Wash will be out to clean fronts only of cement (landings, walkways and stairs) Tom will mail notice.

**Back decks:** Back decks, safety railings, downspouts, fascia and other repairs X (727) and Y (723) Buildings are in progress.

**Roofing Project:**

New Roof in progress for DD (721) Building. (BB was the 1<sup>st</sup> Building to get a new roof).

**Added Note:** DD and BB Buildings were sent Satellite Dish letters. At no time is puncturing a roof ever allowed. (You can have a Dish. Contact Tom and he will tell you what special mountings are needed and where to install it. Dishes installs and placement have always required HOA written Board approval).

**V (821) Building:** Stump grinding, sprinkler repair and full front landscape replanting's are in progress. (V Building: you have been very patient and the Board thanks you).

**Community Garage Sale:** August 10<sup>th</sup> is the date for the Annual Garage Sale.

**Dumpsters Gates:** Wood gates are not holding up. Seeking 3 bids for Black Chain-link with Black slats for replacement gates. They are lighter weight and hold up with less maintenance. These are nice looking gates for our community. 2<sup>nd</sup> bid is expected late June.

**Dumpster Area at CC Building:** Tom is getting estimates for restructuring and rebuilding the front Dumpster area at 11501 CC Building. The gate currently blocks the walkway and the dumpster area is not easily accessible.

**Tot Lot:** There is a slide and climbing bars behind BB building. The slide, climbing bars and bark surrounding the set have not been used in years and the site has not been kept up. Board is scheduling its removal.

**Mailbox Parking:** It was discovered that we were out of compliance with the Fire Department regarding width for parking spot. Fire Department requires 20 feet. One of the mailbox parking spots has been removed. A second spot may also have to be removed. (The Paving Company neglected to draw the yellow no parking fire lane lines in the pavement) We are working to get them back out.

### **MAINTENANCE LOG - Completed:**

- Faded Building Address Lettering has been repainted.
  - CC Building gutter install done.
  - Damaged fence at Retention Pond has been fixed.
  - Kiley Court Shared Fence has been painted.
  - Z Building: Stairway Handrail rotted off. This has been repaired.
  - Tree causing damage in backyard on 8<sup>th</sup> place has been removed.
- Touch up stenciling on cement has been completed. Stop signs with lines and reserve verbiage in parking stalls has been re-done.

### **OLD BUSINESS:**

#### **Rental Cap:**

Board has decided to NOT pursue the Rental Cap. We would have to opt into WUCIOA and once in we will not be able to back out. WUCIOA does not have laws in place and we would not know what we are opting into. Tom and our Attorneys advised us to stay where we are. Our rentals are at about 19% so we are in a good spot.

**Parking Surveys:** Parking Surveys went out to all owners. We encourage everyone to complete and return these. The Board is addressing the parking situation and there could be changes forthcoming.

**Meeting adjourned at 8:16pm**

**GARDEN GROVE MONTHLY HOA BOARD MEETINGS INVITATION:**

**All residents (owners and renters) are welcome to attend.**

**When:**

The 4<sup>th</sup> Tuesday of each Month at 7:00pm. (December is sometimes excluded).

**Where:**

Garden Court Retirement Center 520 112<sup>th</sup> St SW, Everett WA 98204.

**The HOA Annual Meeting is held the 4<sup>th</sup> Tuesday in March.**

**The Annual Budget Meeting is held the 4<sup>th</sup> Tuesday in November.**

**Important Note:** It is very important for you to submit proxies if you cannot attend the Annual and Budget Meetings. If we don't get proxies or attendance, the Board must hold a second meeting. This puts the Board behind in the work we do for this Community. Please help us by submitting proxies if you cannot attend.

For past meeting minutes review:

**[gardengrovecoa.com](http://gardengrovecoa.com)**