



**Fern Crest Home Owner's Association (HOA)  
Board of Director's Meeting Minutes**

Sunrise Elementary School  
April 14, 2008 | 6:00 pm – 8:05 pm  
<http://www.ferncrest.org/>

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*In Attendance:*

John Meyer	Vice-President
Gerry Shirley	Treasurer
Troy Parke	Secretary
Paul Dunn	Member At Large
James Tungsvik	Around The Clock Management Inc.

Joan & Art Kraft	Homeowners
Vince & Johnlyn Miller	Communications Committee
Kathleen Trovesi	Homeowner

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0.0 Homeowner Forum at 6:00 PM – Open forum for homeowners to address the Board.

0.1 Kathleen Trovesi reported a dog loose on a number of occasions and believes the owner resides in Division III. Board asked that the homeowner confirm this is the residence so the Board can follow-up with a letter to the homeowner.

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1.0 Official Board Meeting was called to order at 6:30 PM, by Vice-President John Meyer. (President Scott Manthey was absent).

2.0 Prior Board Meeting Minutes (dated March 10, 2008) were approved pending corrections to Treasurer's Report.

**3.0 Treasurers Report – Gerry Shirley**

3.1 According to reserve study, Treasurer recommends increasing the reserve amount to \$660 per month.

- 3.2 Treasurer noted that ProGrass billed a total of \$11946.24 for the Miller Block Wall. According to the November HOA Minutes, CDC was authorized by the Board to pay only the original invoice amount of \$6450.75. Current accounting records indicated an additional unauthorized payment of \$5495.49 was made to ProGrass.
- 3.3 Treasurer noted that complete March financials were not yet available due to the transition from CDC Management to Around The Clock. Treasurer agreed to follow-up with both parties about the location and transition of the HOA reserve account.
- 3.4 Treasure recommended considering in the near future a financial instrument other than a checking account to earn better interest.

#### **4.0 Property Improvement Committee (PIC) Report – Paul Dunn (PIC Committee Member)**

- 4.1 2 PIC applications were filed for the month of March 2008. Both were follow-ups to applications submitted in the past.

#### **5.0 Parks / Landscape Committee Report – Scott Manthey, President**

- 5.1 Scott Manthey reported (via email to the Vice-President) he is getting details on the metal grate picnic table replacement parts based on those installed in division 3 and should have more information by Wednesday, April 16.

#### **6.0 Communications Committee Report – Johnlyn Miller, Communications Committee**

- 6.1 Newsletter tentatively completed as of today. Paul Dunn will submit an article for PIC applications.

#### **7.0 Block Watch Committee Report – John Meyer, Vice President**

- 7.1 Vice-President John Meyer outlined the current Fire Lane Marking proposal to mark 134th Place SE (at the north end and at the south end) and 135<sup>th</sup> Place SE according to the County standards for curves.
- 7.2 John Meyer submitted Block Watch articles to the newsletter.

#### **8.0 Manager's Report – James Tungsvik, Around The Clock, Inc.**

- 8.1 May 21<sup>st</sup> 2008 will be a training session for the Fern Crest Board in lieu of the Board meeting that month.
- 8.2 James Tungsvik passed out Board packets and outstanding PIC applications submitted to CDC Management over the past months.
- 8.3 James will confirm the current status of rentals with Vice-President John Meyer.

#### **9.0 Old Business**

- 9.1 “No Parking – Fire Lane” Marking Bids. Vice President outlined 2 potential bids for marking fire lanes. Board approved the bid submitted by 1st Place Striping for \$560 plus tax.
- 9.2 Miller Block Wall. Association Manager proposed considering any block wall extension, and the original scope of the wall, is not the responsibility of the HOA and recommended further investigation. Secretary agreed to give recommendations for a geotechnical engineer for any further slope investigation.
- 9.3 Board approved motion to accept rental hardship language.
- 9.4 Vice-President requested Association Manager to send Rental Request Reminder Letters for applicants (Nalivayko, Kong & Rehal) who have not completed all materials required for rental process including: criminal background check, contact information, credit check, copy of the rental agreement and signed receipt of Fern Crest CC&Rs.
- 9.5 Vice-President also requested Association Manager send Second Notice Letters to unapproved concrete installations.
- 9.6 Vice-President noted Ly (13226 SE 226<sup>th</sup> Street) is currently on \$25 a day fines since March 1, 2008. Formal detailed letters of violations have been sent, but no progress or communications have been established.
- 9.7 Vice-President requested Association Manager send reminder letters to owners who were recently given extensions on past due yard installations (Nguyen & Ngo).
- 9.8 Vice-President requested Association Manager send reminder notice letter to Dennis Tran for April 30,2008 deadline for past due side and rear yard installation. This was a condition of rental agreement, a PIC must be submitted and work must be completed or rental approval is jeopardized.

## **10.0 New Business**

- 10.1 Usha Panday – 13221 SE 221<sup>st</sup> Place - Rental Request. Ms. Panday indicated she has decided to renew her Rental Request and Board agreed she is currently first on the rental waiting list.
- 10.2 Late Night Noise complaint in Division 3. For any disturbance that requires immediate attention, residents should call 911. The Board directed Association Manager to send a letter indicating neighbors have approached the Board with noise complaints and to remind the homeowner of CC&Rs and quiet hours.
- 10.3 Discuss “room rentals” vs CC&Rs and complaints from neighbors. The Board directed James T. to write a letter to the resident indicating the Board has been

approached by neighbors with parking and noise complaints and remind the resident of CC&Rs and quiet hours.

10.4 Treasurer asked Association Manager to request from CDC a refund in the amount \$5495.49 for an unauthorized payment that was made to ProGrass for the Miller Block Wall.

10.5 Board approved to increase monthly reserve account contribution from \$375 to \$660.

10.6 Board approved a new meeting day of first Tuesday of the month. The next meeting will be June 3, 2008.

10.7 The Board moved no reduction in fines for Nguyen at 13237 SE 225<sup>th</sup> Place SE.

10.8 Association Manager agreed to send any newsletters for the Communications Committee and charge postage directly to the HOA.

10.9 Email received from A. Mironyuk regarding fines resulting from March 1<sup>st</sup> Consent Agreement denying rental permission based on non-compliance with requirements stated at December 2007 HOA Board meeting. Board approved motion to continue fines and not consider a hardship for the property.

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**11.0 Meeting Adjourned at 8:05 PM**

**Next Board Meeting: Tuesday June 3rd, 2007 – Sunrise Library at 6:00 PM.**