



Fern Crest Home Owner's Association (HOA)

HOA meeting every First Tuesday of the Month at 6:30 pm

ATC office location, Kent
Aug 4th 2010 | 6:30 pm – 8:30 pm
<http://www.ferncrest.org/>

In Attendance:

Scott Manthey	President
Paul Dunn	Absent
Manminder (Manu) S. Parhar	Secretary
John Meyer	Treasurer
James Tungsvik	PM

9 community members were in attendance

1.0 Official Monthly Meeting was called to order at 6:30 PM, by Scott

2.0 Roll Call/Establish Quorum

- 2.01 Sign up sheet circulated
- 2.02 Quorum established

3.0 Motion to excuse absent Board members (Vice President) by: Manu

- 3.01 Second by: John
- 3.02 Pass/Fail: Pass

4.0 Review/Approve Prior Board Meeting Minutes (Jun 1st 2010)

- 4.01 Motion to approve minutes of June, 2010 Board Meeting by: Manu
Seconded By: John
Pass/Fail: Pass

5.0 Review Agenda

- 5.01 Agenda Items listed below
- 5.02 Old item- Discussion, Association Manager to update the reserve study done by end of this summer
- 5.03 Discuss old business- Code Green

6.0 President's Report:

- 6.01 President reported successful social event last night 8/3
- 6.02 Annexation related questions were answered by the President
- 6.03 Discussion to Invite a guest speaker for the annual meeting to talk about Annexation

7.0 Treasurer's Report: Financial reporting for Jul 2010

Treasurer reported the following:

- 7.01 Expenses running close to budget. As before, legal expenses running substantially higher than budget. Same with liens. James to check a legal expense on page 32 that appears to be a FCW expense. Attorney is having problems properly identifying the HOA for FCW expenses
- 7.02 As discussed at April meeting, I would like to get an updated reserve study (approximately \$1500.00). The earlier one was based on higher rates of interest. Need to revisit our savings plan
- 7.03 About 28% of houses have not paid the second half assessment. Two homeowners are sufficiently behind to begin collection action. Div 1, L22 and Div 2, L 19.
- 7.04 Treasurer will be beginning the 2011 budget activity. Will be using a bottom-up process that is recommended by the CPA (described at the ATC Board Training session this last June). BOD members will be receiving a questionnaire in the e-mail.
- 7.05 Div 2 Lot #63: Continue trying to serve the notice for next 2 weeks, if no success, notify via publications

8.0 Committee Reports

8.01 Block Watch/Safety

- 8.01.1 Successful meeting with the KPD, see attached report
Recently had a meeting with the two Kent Police officers who are the patrolling officers who handle neighborhood relations with our community in the Panther Lake annexation of the City of Kent. I also had a meeting with the area traffic enforcement officer. Our discussions addressed parking enforcement in Fern Crest, among other topics.

As a result of this meeting, the following was arrived at:

1. During the week, the Traffic Enforcement person will occasionally tour the community to look at parking. She drove through last week and issued some citations.
 - a. Parking within 10 feet of a corner/intersection (blocks vision)
 - b. Parking within 5 feet of a driveway
 - c. Park on sidewalk
 - d. Park on wrong side
 - e. Block driveway
 - f. Block mail clusters (she liked our signs on the mail clusters)
2. Evenings and weekends, call 911 non-emergency for parking violations. Citations will be issued. For certain violations :park in fire lane/no parking, block mailbox, block hydrant – immediate tow, no warning.
3. If persons move violating cars and then move them back after the officer leaves, call 911 non-emergency again and the officer will take enforcement action on their return (officers stated that they are generally warning on the first visit because the neighborhood is newly annexed and they are trying to be “nice”).
4. If there is a vehicle that is a “long” problem (in front of mailbox for days, regular violation during the week, parked on street with expired tag), send a message to blockwatch@ferncrest.org with location, make, model, color and tag number and it will be passed on to the Traffic Enforcement focal for enforcement.

- a..1
- a..2 BOD will send out a copy to all HO notifying regarding these changes
- a..3 John will draft that letter with appropriate ordinances

4.2 Communications

- 4.2.1 VP is excused
- 4.2.2 Had successful Ice-cream social 8/3, approximately 60+ community members were in attendance
- 4.2.3 City of Kent officials stopped by for 15-20 mins

4.3 Parks

- 4.3.1 Need a garbage can in small Park Div 2
- 4.3.2 Scott will work with the Waste Management company to figure out the pick up

4.4 Property Improvement

- 4.4.1 All of the 8 PIC applications
- 4.4.2 5 Approved
- 4.4.3 3 Denied
- 4.4.4 Letters will be submitted to James
- 4.4.5 VP asked for monthly logs to be sent prior to the BOD meeting, can be attached part of the PIC report
- 4.4.6 Discussion was held to move the monthly meeting to ATC property Management location due to non availability of School rooms

5.0 Property Management's Report

5.01ATC manager reported the following:

- 5.01.1 Div 2 Lot 60: We received the check today in the amount of \$12, 481.00
- 5.01.2 James directed the Attorney to reaffirm the rules for this agreement with this HO

6.0 Hold and Release Forms

- 6.01Hold: None
- 6.02Release: None

7.0 Old Business

- 7.01.1 Landscaping RFP: VP will be drafting a RFP to solicit new bids from the landscaping companies

8.0 New Business

- 8.01Rental list:
 - 8.01.1 For HO that is not renting, a letter needs to be sent to the HO (Div
- 8.02Landscaping contract, see 11.1.1
- 8.03HO has an issue with children in the neighborhood who are trampling the flowers. HO cannot per se do anything but if the HO can be made aware of the house, we can send letters
- 8.04For the outstanding dues: Div 1, L22, Div 2 L19. Div 1 L56, discussion was held and decided to turn over to collection

9.0 Call to Adjourn the HOA meeting: 7:31 pm

10.0Next Board Meeting on Sep 7th at 6:30 pm (ATC location)