



Fern Crest Home Owner's Association (HOA)

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

ATC office location, Kent
Oct 5th 2010 | 6:30 pm – 8:30 pm
<http://www.ferncrest.org/>

In Attendance:

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

7 community members were in attendance

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

2.0 Roll Call/Establish Quorum

- 2.01 Sign up sheet circulated
- 2.02 Quorum established

3.0 Motion to excuse any absent Board members by: N/A

- 3.01 Second by: N/A
- 3.02 Pass/Fail: N/A

4.0 Review/Approve Prior Board Meeting Minutes (Sep 7th 2010)

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

5.0 Review Agenda

- 5.01 Agenda Items listed below
- 5.02 New Business
 - 5.02.1 Discuss the damage to HOA property behind Div. 2
 - 5.02.2 Status of new Landscaping contract (RFP)
 - 5.02.3 Payment update for D2 L74 HO
 - 5.02.4 Election update

6.0 President's Report:

- 6.01 President had nothing to report

7.0 Treasurer's Report:

Treasurer reported the following:

- 7.01 We have 15 home owners that have not paid second half assessments. This is in line with our budgeting for “bad debts”.
- 7.02 We are 25% over for legal fees this year due to several home owners that we have had to file court action against for past due assessments.
- 7.03 We are 400% over on liens for the year. Interestingly enough, it seems in a large number of cases it is repeat home owners. It does not appear to be new home owners caused by the economy.
- 7.04 Budget draft for 2011 is almost complete. Have been researching trends on fixed expenses (electricity, water, other expenses). If BOD members and chairpersons have any inputs I need them now
 - 7.04.1 Discussed if we need to increase the Legal expense forecasted budget
 - 7.04.2 Discussed water bill increases
 - 7.04.3 Discussed Landscaping forecast numbers
 - 7.04.4 Safety patrols are accounted for in this budget. We used under \$200 this year

7.04.5 Microsoft Office
Word Document

8.0 Committee Reports

8.01 Block Watch/Safety

- 8.01.1 FC West is going to join Fern Crest in the use of Off-Duty Kent PD officers for patrols and parking enforcement. We have budgeted for 15 “patrol events” for the year. The major portion of these will be in the spring/summer when the parks are in heavy use and heavier than normal parking in the area. I am finalizing the insurance requirements with KPD. Should be a “no cost” addition of the KPD as an “additional insured” on the existing policy.
- 8.01.2 Four people trained to use the radar gun for traffic speed monitoring in Fern Crest. Preliminary data gathering shows that the majority of residents traveling at 15 MPG to 20 MPH in the area. Have had no speeding (in excess of 30 MPH). We will gather information for three to four weeks and then the data will be turned over to the Kent Traffic engineering focal for review

8.01.3 Microsoft Office
Word Document

8.02 Communications

- 8.02.1 There are communications coming soon for budget ratification and annual meeting notice date/time/location

8.03 Parks

- 8.03.1 Garbage can stolen from President’s house
- 8.03.2 New garbage can base ordered
- 8.03.3 The dog doo stations have to be installed
- 8.03.4 President proposed to get a rain sensor installed for the sprinkler system. This should help with the water expenses
- 8.03.5 James to contact code green to winterize the sprinklers

8.04 Property Improvement

- 8.04.1 1 PIC received (retaining wall) (D1L90)
- 8.04.2 John and Jon went to the HO to get the design of the wall re-mediated

9.0 Property Manager's Report

- 9.01 Nothing new to report
- 9.02 Increase of \$35/month for ATC dues. Notice received
- 9.03 This is the first increase in the last 2 years
- 9.04 Motion to move the \$35 increase by : Paul
 - 9.04.1 Second: John
 - 9.04.2 Pass

10.0 Hold and Release Forms

- 10.01 Hold: None
- 10.02 Release: None

11.0 Old Business

- 11.01.1 Nothing to cover

12.0 New Business

- 12.01 Status on Trespass damage
 - 12.01.1 Johnlyn to contact Code Green to provide us the cost to repair the potential damages
 - 12.01.2 Person who caused the damage has not responded to the Attorney's letter
 - 12.01.3 Motion to move that the BODs direct ATC to direct Tom at Code Green to clean and clear up the dirt pile, clean the drain swales, hydro seed the area in the damaged landscape area. Code green to respond to ATC with a completion date of no later than one week from the date when the e-mail is sent out
 - 12.01.3.1 Second: John
 - 12.01.3.2 Pass
- 12.02 Landscaping contract
 - 12.02.1 Proposed RFP is ready to be sent out and posted on the FC website
 - 12.02.2 The RFP proposal response will be due in 45 days from the day the post cards are sent out
 - 12.02.3 John has the list of landscaping companies
- 12.03 HO D2L74 are now upto date on their agreed payment plan
 - 12.03.1 BOD is ready to take appropriate action if they stop making their agreed payments.
- 12.04 Election update
 - 12.04.1 Tentative date is 11/13/10
 - 12.04.2 Location: TBD, James to confirm this
 - 12.04.3 BOD to meet offline to discuss the process and logistics
 - 12.04.4 Govt. issued IDs needs to be added to the communication which will be used to confirm the HO, the day of election
- 12.05 CC&R improvement language need to go out with the election material
 - 12.05.1 Verbiage was emailed to BOD
 - 12.05.2 BOD had few comments on the currently proposed verbiage
 - 12.05.3 BOD members will review and comment back
 - 12.05.4 It is recommended that the meeting be adjourned to open the HO forum and then reconvene after that
 - 12.05.5 It is agreeable to all members
- 13.0 Call to Adjourn the HOA meeting: 7:25 pm
- 14.0 HOA meeting reopened at 7: 19 pm by the President to discuss the proposed verbiage for the existing CC&R on the rental cap for the FC community

Fern Crest HOA Board Meeting Minutes – Oct 5th 2010

- 14.01 The sub-committee members are: Johnlyn, Millers, Kraft, Scott
- 14.02 Due to personal family situation the Millers and Craft are not able to participate
- 14.03 Jon has volunteered to serve on this committee
- 14.04 Had discussion on the updated language that needs to be presented to the BOD
- 14.05 Need verbiage on how the existing rentals will be handled
- 14.06 It is also suggested that the current rule or a new rule be ratified in context to the rentals in FC community
- 14.07 Due to the time urgency, it is requested that the sub-committee presents the updated language no later than Oct 11th. This way it can be approved via e-mail and included in the Election communication
- 14.08 Secretary suggested that Rentals and Parking be included on the agenda for the election day meeting
- 15.0 Call to Adjourn the HOA meeting: 8:28 pm
- 16.0 Next Board Meeting on **Nov [TBD] at [TBD] at the [TBD] – Annual Meeting**