

MEADOWGLEN TOWNHOMES HOA
ANNUAL MEETING MINUTES
1/11/2021

Board Members and Apprentices present: Pam Wells, Catie Baldrige, Max Pierce, Holly Diamond, Pat Wells

Also Present:

Debi Alexander of Bell-Anderson.

The meeting was called to order at **6:35** PM by Pam Wells

Review of minutes from 2020 Annual Meeting

Gene Peterson moved to approve the minutes.

Minutes were approved by gene, seconded by, approved with edits.

Board introduced themselves to attendees.

Announcement of Quorum

President's Report:

- New signs were purchased and installed in certain areas throughout the property to remind homeowners to clean up after their pets.
- Roofing project: Has been completed on time and just barely under budget. This was covered in the Annual Budget Meeting in December.
- Special Assessment: Only one unit was unable to complete the payments which is really impressive with everything going on. So, kudos to everyone for fulfilling the obligation.
- One item in our House Rules Book that was updated this past year is the use of propane fire pits on patios. For those interested in more information about it please contact the new board of directors or our property manager Debi.
- Dumpster: The board has increased the size of dumpsters due to them always overflowing. Once the overflowing stops the board may consider downsizing again. Also because of the height of the dumpsters, two residents built one set of steps per dumpster station. This is to help those that are unable to lift the lid or those that are unable to reach the top of the dumpsters. As a reminder for everyone and because of those that are having a difficult time putting the correct items in the correct dumpster. Please remember... GARBAGE is on the right side and RECYCLING is on the left side inside BOTH dumpster areas. We do not offer composting areas except for Christmas trees which is previously arranged with our landscapers. So please make sure ONLY Recycling goes in the dumpster to the left and ONLY garbage goes into the dumpster on the right. Large items are your responsibility to dispose of OFFSITE, NOT IN OUR DUMPSTER AREAS.
- **COVID-19:**
 - Bell-Anderson at one time had all employees working from home, but some are starting to return to the office.
 - At the recommendation of our property manager and for everyone's safety the board has closed the clubhouse until further notice. We will eventually make it available for residents to use when we feel it's safe to do so.
 - The CDC recommends everyone wear a mask and maintain 6 ft social distancing. All residents should do their best to follow these and any future Covid-19 related guidelines

shared by the CDC, King County, or the Washington State Department of Health when walking in any common areas of the property.

- If someone is having issues with their neighbors for any reason, the Board of Directors has been offering mediation in the form of 10 ft social distancing with masks outside with all units involved.
- Perimeter fence maintenance: Several locations on the chain link fence along the property line with Indigo Springs Apt have been cut by one or two individuals. We are replacing the damaged sections with new chain link fencing and privacy slats. The front wood fence along the with the white house will be repaired soon as well.
- Privacy fence maintenance: Unit 12's fence had disconnected and started to fall over in two different directions. We brought in our landscape company, that also does general maintenance, to repair the fence as it is more than what our current residents that volunteers are willing to do. It is not currently painted but will be once the wood dries out in the spring.
- Painting: Because of the roof projects there has been some raw wood left exposed to the elements. Building 17 was the first building to have the ender side of the eaves painted to limit the amount of moisture damage. We hope to have more done as soon as the weather dries out.
- Gutters: Due to the age of our gutters the Board has been seeking bids to replace them as needed as well as fascia boards. This may start in 2021 or 2022. For those concerned about this needing to be a special assessment, we are planning to do them in phases to avoid having to do any new special assessments. At this time the Board has received one bid from a company that is willing to do the work in phases. For those wondering if we will be changing the style, not at this time. However, based on a conversation with David from David's Roofing AND one other gutter company we may change the size as the ones we have are not the best for our kind of buildings.
- HOA Insurance: We have a new insurance company this year. Part of what caused our monthly assessments/dues to increase was the increase in the cost for earthquake insurance.
- Future known projects: Sidewalk grinding, storm drain repairs, more tree maintenance, privacy fence repairs and hand railing repairs.
- Volunteers: To help reduce our yearly maintenance expenses the Board is always looking for residents that are interested in volunteering to do work around the property that is "1st floor" level only. This means no roof, gutter, siding, etc. work. The HOA will order and cover the cost of supplies. For those interested in volunteering the Board does ask that you sign a "Hold Harmless Agreement" in order to complete any work on the property. Upon coming projects that the Board could use help with are... cleaning the lollipop globes and paint the poles, replace top cap railings throughout the property, pressure wash and repainting of fire lane curbs, replace handrail tops, plant flowers in the bowls at our monument sign, pressure wash common areas are just to name a few. If you own a general contracting company that does have their L/B/I in order, feel free to contact the Board. We tend to hire those closer to our community first. Just keep in mind we do tend to set a spending cap on repairs.

Treasurer's Report:

- Cash Balance - \$26,800.12
- CAB Maintenance Reserved – \$404,920.68
- CDARS CD Exp. 7/26/2021 - \$26,614.31
- Accounts Receivable - \$7,474.08

Block Watch Report:

- Porch Pirate: We'd had at least 3 confirmed cases of porch pirates in 2020. One individual was coming through the perimeter fence from Indigo Springs. Two out of three cases occurred in the south section of the property.
- Car Prowling: We've had several reports of car prowling this past year. I brought this to KPD's attention several times. KPD has a good idea of who it is and believes that it is the same person car prowling in Indigo.
- Homeless/porch pirate: We've had one specific female seen on man residents Ring Doorbells checking out their front doors after 10pm at night. This same female has been seen sleeping in the old playground section with the tunnel. Police had been called on her. They were able to catch up with her and instruct her not to return. Of course, she didn't listen to them. The last time we are aware of her being on the property she left behind the backpack she was carrying. The backpack was retrieved and turned over to the police due to an item found inside of it. We believe that this same individual may have had friends with vehicles sleeping along the greenbelt. Since the police have been contacted on several occasions the homeless vehicles have stopped parking here.
- This year two residents were involved in an accident inside our property that required repairs to be done to their vehicles. Please pay attention to your surroundings before, during, and after you pull out of your stall and garages. The accident may have been avoided if one driver backed out of the stall slowly.
- Vehicle break ins & more: We had at least 2 vehicles broken into in the south section and one vehicle in the front had its catalytic converter stolen in less than 4 minutes.
- One unit in the north had several bikes stolen off their patio one night by two teenagers.
- National Night Out: Was cancelled due to COVID. The City of Kent is hoping in having it return in August of 2021 but will not know until June at the earliest.
- Peek-A-Boo Parade: Because of COVID the board and block watch committee decided to host a parade for kids to show off their costumes and get goodies safely from those handing goodies out. From my understanding, it was a success. So this is definitely something we are hoping to repeat in 2021.

Landscape Report:

- Landscaping around front doors. Many residents have inquired about beautifying the areas around their front doors. BEFORE you do any work, you need to contact the board for permission. Usually, the board does not mind as long as the unit requesting to do the work understands that by modifying the area the HOA and its vendors/contractors will no longer service the area. Why? The HOA does not own the plants, bricks or decorations that the owner installs.
- Tree maintenance. This year we have numerous trees along the greenbelt as well as buildings 4, 5, 6 & 17 dealt with that were a threat to the road. Instead of removing them 100% we had them crowned because of their location. The tree service left rounds for residents to have for firewood and wood chips to use to help build up dirt levels as well as help the environment. Unfortunately, there was more wood available than what residents claimed so a friend of a resident was contacted to come remove the piles at no cost to the HOA.
- Irrigation: We had irrigation repairs completed by a secondary contractor that knows our system. They were given a budget to not exceed which they came in well underbudget.

- One resident requested to relandscape the common area around their front door as well as the front of the privacy fence the length of the building their unit is in. The board reviewed and approved the request with a reminder that they change it, it is their responsibility to maintain it.
- Landscape companies: Out with yet another company and in with another new one. We let Brightview go due to failure to uphold the signed contract we had with them. We also realized we were paying them more than we had budgeted. After some searching and getting bids, we selected Henry's Landscaping LLC which is owned by a former employee (Romeo) of one our previous companies that closed. So far, we have really liked what we've seen. Like most companies they came in and made a huge dent in what Brightview failed to do. They were also brought in to clear away a long stretch of area behind building 13 so emergency services can safely get behind there if need be. The crew does park their truck(s) closest to where they are actively working for it be easier for them to get equipment quickly and load debris quickly as well. Usually, there is one crew member that can see the vehicle so if they notice their truck is blocking someone's stall or garage they can move it long enough for the resident to park. The only areas they park for long periods of time are in parallel parking stalls when they are serving a HUGE area or having lunch.
- Christmas Trees: As usual you can pile your real naked Christmas trees on the greenbelt for another week for the landscapers to claim. After that it is the resident's responsibility to dispose of at their cost OFF the property.
- Service Date: Brightview was on Thursdays. Henry's has asked to make our service day Mondays. So effective December 1st our weekly service day is Monday. If you have yard waste bags needing to be pickup put them on the curb where the crew can see them when they drive through. It is crew's discretion as to whether they take the bags or not. They will take paper yard waste bags, 20-gallon garbage cans or totes but not garbage bags. If you use a tote or 20-gallon garbage can please mark it clearly with YARD WASTE. If it is not marked, they won't know to empty it and return it.

Board nominations & Results

- Margie Peterson volunteered for an open board position and was elected through ballots sent via mail.
- Pat Wells volunteered for an open board position and was elected through ballots sent via mail.

Meeting adjourned at **8:07pm**