

UPLAND GREEN BOARD MEETING
MINUTES - Approved

October 28, 2009

Board Members present at meeting: Melinda Baker, Alicia Hanke, Danielle Perry, Pat Swilling Holdridge, Lee Roberts, Jon Resh

Homeowners present at meeting: Annual meeting sign-in sheet maintained separately

REVIEW OF MINUTES

Minutes for the September 30, 2009 meeting were approved as written.

INTRODUCTIONS

The current Board members were introduced to the attending homeowners.

COMPASS MANAGEMENT

Alice Thannisch, Association Manager from Compass presented a financial report. The reported account balances were:

Operating budget \$20,673; WAMU checking \$14,007; WAMU savings \$12,968
\$57,480.42 total assets at the end of September

A homeowner asked how these amounts compare to the balances from the 2008 Annual meeting. Upon reviewing those numbers the WAMU checking balance appeared to be identical between both years. Melinda presented a differing figure of \$10,676 for the WAMU checking account. Melinda will verify the current balance and will work with Compass to make sure accurate numbers are reflected in their financial reports. It was requested in future financial reports that the balance statement be presented as a rolling report, showing both last annual and this annual.

Alice presented a draft 2010 budget. Monthly dues are expected to total \$55,575 next year. Expenses include administrative costs, utilities, building maintenance, among other items. Alicia voiced concerns about the totals. The numbers, as presented, do not add up correctly. Melinda and Alice agreed to an additional meeting at Compass prior to the next board meeting to address the questions about the budget. All available board members will attend, along with Sara Vermillion, Compass' Financial Manager. The revised budget will be posted to the website for homeowner review and open for a comment period before approval at the next meeting.

Alice provided an update on dues and delinquent accounts. 47 homes are delinquent as of today for a total of approximately \$10,000 in arrears. 14 of those homes owe \$325 or greater, 16 owe between \$100 - \$325, and the remainder owe less than \$100. 4 are in collections and have liens for non-payment. Melinda noted that it costs \$362 for a homeowner to be sent to collections, so it doesn't make financial sense to pursue this until the homeowner owes that amount or greater. Homeowners that have exceeded this minimum are sent 30 day, 60 day, and 90 day notices.

BOARD MEMBER REPORTS

Web Site Management – Lee Roberts

Lee shared information about the uplandgreen.org website. The blog is a tool for homeowners to communicate with each other. The password to post is 98034 and the blog is monitored monthly for any items the board needs to reply to.

It was requested to have a copy of the Compass contract posted to our website. This was agreed upon at the last meeting. Alice will send a copy to Lee for posting.

A question was asked about the overflow lot. Does the vehicle have to be registered prior to reservation? Lee requests that people are ready to use the lot when they reserve the space to avoid this issue.

- Action** – Post Compass contract to the website
- Post revised budget for comment period
- Post information about charity organization to trap domestic animal on website
- Post link to jail website
- Post approved monthly minutes to the web site

Landscaping – Pat Swilling-Holdridge

Pat shared that Highridge is the landscaping corporation that maintains our community. Donald is our Site Manager. They provide the following contracted services: mowing, blowing, pruning, spraying. Our contract was renewed approximately two months ago without a price increase.

Current items that Pat is working on are: Sink hole in the Green – Highridge is working on a bid to have this filled; Snow removal – Pat will be checking into costs and legalities for Highridge to provide this service; Sprucing up of entries – Highridge doesn't like look of both entries and Donald is working on a bid.

Recently a stump on the east walkway from the Green was sprayed for wasps. Several fir trees in the Green have had bug infestations. Highridge has suggested waiting this out and seeing if the rains help clear up the bugs. Pat asked attending homeowners to be on the look out for bugs. If spraying is necessary, homeowners requested that the neighborhood get full advance warning. Pat assured homeowners that the materials used are not chemical sprays.

Attending homeowners asked for a distinction between HOA/Highridge covered areas vs. county property.

There was a request that the Green rules sign be replaced. It was reported that the North entrance sign concrete has pulled away. Melinda will get information about the contractor to Pat and Pat will follow-up on both. It was reported that the 139th Street sign is blocked by a tree. The homeowner with the tree was in attendance and committed to trimming the tree. A homeowner noted that the cement work at the memorial plaque is chipped away. Several suggestions were provided for how to proceed, including fixing up the cement work, moving the plaque to a better location, and taking the plaque out and giving it to the family. Pat and Melinda will confer further on this item.

Pat shared concerns about a recent incident where a neighbor was violently assaulted by her ex, who broke into her home at 3:30 am by breaking into the garage. The man was caught and was arraigned yesterday. The woman was hospitalized and is reported to be ok now. Two neighbors called the police when they heard the incident. The neighbors were very happy with the response from the Sherriff's office. All were reminded to be aware of their neighbors and to call for help when you hear something. Police reports for any current activities are listed in the Kirkland Reporter.

- Action** – Work with Highridge on bids for sink hole and sprucing up entries
- Follow-up on snow removal costs/legalities
- Address signage concerns (Green rules, North entry, and Memorial plaque)

Community Relations – Alicia Hanke

Alicia reported that this year she has created quarterly newsletters. Several concerns continue to come up often, including controlling pets. It was decided not to mail newsletters, but to hand them out to homeowners. A suggested item for a future newsletter is to check and reinforce home vents.

The major summer activity was a community yard sale. This was a decent success, with a lot of traffic on 138th. Alicia is open to suggestions for fall/winter activities.

A question was raised about feral cats. If a homeowner is identified as a clear offender for feeding/encouraging feral cats they will be sent a warning letter. An attending homeowner reported a charity organization that will trap domestic animals. Information about the organization will be put on the website. Raccoons and other wild animals can be trapped by a homeowner and taken to PAWS in Lynnwood.

A question was asked about the lack of playground equipment in the Green. This is a liability concern not covered by our insurance company.

Alicia reported that the alternate address list continues to be refined. It was suggested that a welcome letter and form be sent out to all new neighbors with a request for alternate addresses.

Action – Work on winter newsletter and community activity
Finalize alternate address list

Special Projects – Jon Resh

Jon presented updated research on video monitoring. This has been under consideration to monitor the Green, overflow lot, and tennis courts. The cameras will need to be mounted at strategic locations that overlook the key areas and tap into electricity. According to the police, they would be happy to take the video and prosecute if an event occurred. The cameras can be set up to detect upon motion or to record up to one month before taping over old video. Most options are less expensive than security personnel.

Jon prepared A-frame boards to announce tonight's meeting. The attending homeowners would like to see these a little bigger and brighter and to have them put out a day earlier.

Jon reported on previous research regarding the regional jail planning. One proposed location is at the bottom of the hill. Environmental impact statements are currently being prepared. A final decision by the county council is planned for early 2010. It was requested that an informational website be linked from our website for homeowners to contact individually.

A homeowner voiced concern that there is no "Special Projects" elected position to the board listed in the CC&R. There is an unfilled Block Watch position. As many of Jon's projects this year related to security, it was suggested that he take on the title of Block Watch.

Action – Prepare A-Boards for meeting notice
Post new signs (Melinda has them)

President – Melinda Baker

Melinda reported on signs that have been purchased/ replaced. The "park at your own risk" (for overflow lot) and two "you may be under video surveillance" signs have been purchased. Jon will post these within

the next week. The broken Mac Towing sign at the overflow lot has been replaced. Homeowners were encouraged to let the board know if they see any broken or missing signs.

The Architectural Control position is currently open. Melinda has been filling in, in the meantime. Homeowners were reminded to get board approval prior to going ahead with home improvements outlined in the CC&Rs (painting, etc.) for aesthetics of the neighborhood. All requests and approval will be in writing from this point on. It is each individual homeowner's responsibility to speak with their party wall neighbor to get agreement on work, prior to requesting board approval. The person to fill this position will be looking to hold the community accountable to the Upland Green rules and regulations. This includes garbage cans being pulled in within 24 hours, among other items. The entire community has a responsibility to monitor the neighborhood and notify the board when violations are occurring.

Melinda addressed the speeding in the neighborhood and reminded all attending homeowners that writing on the street is not acceptable. Studies have been conducted in the past to determine the need for speed bumps. The county identified no need to decrease the speed limit from the current 25 mph limit.

Election of new board members was put on hold. The two open positions are Architectural Control and Treasurer.

A question was asked about annexation. The letter that was recently posted on doors was not prepared or submitted by the board.

Action – Work with Compass to clear up financial discrepancies (see Compass section above)
Work with Pat on memorial plaque

NEXT MEETING

The next meeting will be Wednesday, November 18, 2009, at Kamakian Junior High. This meeting will be in a classroom, not the cafeteria.