

**MERIDIAN VALLEY MAINTENANCE ASSOCIATION**  
**MONTHLY BOARD MEETING MINUTES**  
**October 14, 2015**

**CALLED TO ORDER BY PRESIDENT** Frank Wisdom at 7:02 p.m.

**ATTENDANCE:** Frank Wisdom, Jack Ottini, Jan Lewis, Brian Goodell, Roger Wall, Mike Rucker, Bob Steiner, and Cheryl Havener  
Absent: Eric Zerr

**PREVIOUS MEETING MINUTES:** Approved as written

**TREASURER'S REPORT:** Brian Goodell

- Financial performance is favorable through September 2015. Reports are available for review and discussion.
  - Revenue from dues and other sources is at budget.
  - Expense highlights:
    - Guard pay costs are under budget but will be close to budget by year end.
    - North and South gate improvement projects are anticipated to cost over \$20,000. (This will result in our gate expenses being over budget for the year.)
    - Reconfiguration of the gate camera systems is not complete. Estimate of \$4,000 from now to year end.
    - Other expenses are projected to be at or below budget through year end.
  - Cash position:
    - We have adequate cash for projects under discussion for the remainder of this year. Our estimated year end cash of November 30, 2015 is \$40,000.
  - History:
    - Our usual beginning year cash ranges from \$25,000 - \$40,000.
    - Our beginning cash for December 1, 2015 was \$72,000 in part because we did not complete projects budgeted for 2013-2014.
    - We chose to raise dues to \$800 for 2014-2015 in anticipation of our Federal Tax bill.
- Reserve funds are \$16,000 below our LRP plan for 2015 (as of August 31, 2015).
  - Plan to transfer \$28,645 to the reserve fund as our cash position permits in January.
- Goals for October – November 2015:
  - Identify projects which will/could be implemented in 2016. Estimate the cost:
    - Cleaning storm drains: Last cost (actual) was \$15,000. (Necessary)
    - New windows for Guardhouse: No estimate yet. (Necessary)
    - Complete reconfiguration of the gate camera system: No estimate yet. (Necessary)
    - Replace truck: No estimate yet. (Optional)
    - Add flower boxes and water to main gate signs: No estimate yet. (Desirable)
    - Cash flow for landscape liens: 2 each @\$2,000.
  - Audit Committee: Meets October 21, 2015 to review current financial performance, our budget plans for 2016 and their recommendation for the dues to be assessed.

## **COMMITTEE REPORTS:**

### **FACILITIES:** Jack Ottini

- The storm on Saturday left a lot of debris on the roads. Trent worked 3 ½ hours on Monday to clean off the catch basins. The street sweeper was here on Tuesday to clean all the roads.
- Friday I met with Lind Paving to get a bid for sealing cracks plus patch work in two areas. This is for next year's budget. Will meet with two glass companies to get bids for window replacement in the Guardhouse. Work will be done in early 2016.
- The resident side of the main gate was not responding to remotes. Nick checked the system and replaced a receiver in the black box.
- Tacoma Iron has installed the new fencing at the North gate on Tuesday and Wednesday. Some barbwire work needs to be done. I will also see if signage needs to be updated.
- Checked with the City of Kent about storm drain inspection. They are scheduled to start after January 1<sup>st</sup>.
- Two street lights have been out for some time. Apparently it is more than the light bulbs being replaced. Puget Sound Energy is looking at a problem with the underground wiring.

### **SECURITY:** Eric Zerr – report read

- Issues concerning Lot #269 were discussed.
- On Tuesday Comcast is set to come in and get all three sites up and running. Nick is going to rewire several devices we have in the Guardhouse and move some of the monitors to make the workspace more efficient.
- On Halloween, we will have Patrols starting at 1700 hours until 0400.
- Facilities and Security are very intertwined over the last two months because of the work at the gates. Guardhouse and the swapping of our internet provider over to Comcast. All of these facets are on pace to being completed by the end of this month.
- I wrote an email for the residents to notify them of all of the facilities work and some of their concerns involving remotes not activating the gates were intermingled with this work.
- Our Policy for driving golf carts on our roads was reviewed; it will be included in the next newsletter which will be sent in November.
- Remote costs were discussed; M/S/P to place future orders with Guardian Security.
- There has been a scam concerning jury duty – an email will be sent to homeowners warning them of the scam.

### **MVCC:** Mike Rucker

- This will be my last meeting. The Country Club will appoint a new representative.

### **COMMON PROPERTIES:** Jack Ottini

- Trent's crew will be busy cleaning all areas after last Saturday's rain and wind storm.

**WEBSITE:** Robert Steiner

- Posted September Board meeting minutes to the website.
- Added/deleted/updated several of residents to/from the e-mail distribution list.
- Sent out a Security update to e-mail distribution list
- Updated the Architectural Committee member list on the Website

**ARCHITECTURAL:** Roger Wall / Jan Lewis

- We have had at least ten projects approved this past month.
- Several yard maintenance issues are being addressed.
- Discussion was held concerning the removal of trees and stumps; Brain Goodell will draft a policy for review at the next meeting.

**PRESIDENT'S REPORT:** Frank Wisdom

- Discussion was held concerning candidates for next year's Board. An email will be sent asking for candidates.
- Information concerning our lawyer's response to the N12 magazine was shared.

**MEETING ADJOURNED:** 8:45 p.m.

Minutes prepared by Cheryl Havener