

MERIDIAN VALLEY MAINTENANCE ASSOCIATION
MONTHLY BOARD MEETING MINUTES
February 10, 2016

CALLED TO ORDER BY PRESIDENT Brian Goodell at 7:05 p.m.

ATTENDANCE: Brian Goodell, Jack Ottini, Jan Lewis, Jim Stott, Rich Sleep, Sam Shirley, and Cheryl Havener Absent: Bill Naubert

PREVIOUS MEETING MINUTES: Approved as written

PRESIDENT'S REPORT: Brian Goodell

- Reviewed the compliance letters that were sent out last week. All items as of this morning are resolved.
- Received our attorney's opinion on unattached structures, his response is attached in file.
- The next newsletter will be sent the first of March. All articles are to be ready by February 19th.

TREASURER'S REPORT: Rich Sleep

- While January YTD revenues were actually \$18K less than budget, this was basically due to the timing of 2016 dues collections. We deposited \$33.5K on Monday, February 1st and an additional \$19K on February 8th. Accordingly, we are currently ahead of the budget for the first fiscal quarter revenues. On the expense side, as of January 31st we are \$6K better than YTD budget. Financial reports are available for review at the MVMA office.
- New signature cards for the First Financial Northwest money market account are now completed for the new Board. Both this and our checking account have been reconciled and balanced as of January 31st. The balance of our money market account as of February 8th was over \$313K.
- The 2015 contribution to the capital reserve fund - \$28K - remains pending. The concern is for the low projected cash position at year-end. The major 2016 street maintenance project will be close to \$20K including sales tax. As one of our existing capital fund CDs matures prior to year-end, we can safely purchase another CD for the fixed-rate portion of the 2015 contribution (\$11K) next week. We will delay the remaining equity portion (\$17K) until after meeting with the Investment Committee.
- Brian and I met with Shannon and Associates and delivered our 2014/15 financial data and details from the Vanguard account. Hopefully, they'll be able to prepare our corporate tax return without an extension. Additionally, we prepared the required 2015 1099s for vendors and 1096 report for the IRS.
- We are presently dealing with 14 delinquent homeowners for 2016 fees. Three of these have made partial payments, while several others are working on a payment plan. We have sent out nine follow-up statement/invoices, including one with assessed penalty and interest. Hopefully, we should get resolution on most of these before February month-end.
- I have been trying (unsuccessfully) to follow-up with the Intuit QuickBooks product specialist on the migration issue to the QuickBooks Essentials (cloud) version. As discussed, we will do some additional checking for options on the security truck insurance policy which needs to be renewed or made by March 24th.

COMMITTEE REPORTS:

FACILITIES: Jack Ottini

- The City of Kent has finished our storm drain inspection. The report will be issued sometime in March. We will then do the required repairs.
- A new storm basin grate will be purchased next week, the cost will be \$114 plus tax.
- Gates are all working well. Only two minor problems in the last month. The south gate needs some touch-up paint work.
- Several sign posts that were leaning have been fixed. Missing reflectors will be replaced when weather permits.
- The kick plate below the door in the guardhouse was loose, Jim Marter fixed it.
- One street light is still out. It is located at the south end of 144th Avenue SE. It is being reported for the 3rd time.
- Barbwire was cut behind Lot 252; Trent will fix.

COMMON PROPERTIES: Jack Ottini

- Trent and his crew are cleaning the common properties after each rain/wind storm. They also check for plugged storm drains two or three times a month.
- We will be renting an easy-lift machine in March to trim branches on our road system.
- I will be meeting with the City of Kent Public Works Department to discuss the water coming from 132nd thru our common areas onto our road. The meeting is set for February 18th.
- We replaced all lights that were out at the main gate.

SECURITY: Sam Shirley

- The golf member who lives to the northwest of the north gate is still coming in and out in his golf cart. At times he is there while the children are waiting for the school bus. He does not seem to mind which gate opens, he bolts thru the open gate. Concern has been expressed to security that the man does not appear to be cautious of the kids at the bus.
- On Sunday, February 7th two boys and one girl climbed over the north gate. They exited at 0256 hours and then returned at 0416 hours. It appeared that they climbed over the gate in the area of the main gate. 911 was called to conduct an area check; no one was found.
- We have also had several problems with realtors who do not feel they need to provide a card or ID to prove who they are.
- Other than one night of vehicle prowls/vehicle break-ins; everything has been quiet.

ARCHITECTURAL: Jan Lewis

- Working with representatives of the fire damaged homes (#297 & #258) for their rehab.
- Lot #350 has requested additional plantings for increased privacy along the south side of the property.
- A residing project was approved.
- Requests are starting to come in for early spring projects.
- Bruce Yahr is doing a survey of the roof types currently on homes.
- Spoke to a realtor as mentioned in security about entry into our community. She understands and will now abide by our request.

GUARD HOUSE/AV SYSTEMS: Jim Stott

- New gates are working well. We have only had a couple malfunctions of mechanical issues on the North and South gate actuators. This year the weather has not been cold enough to stop the gates from operating properly.
- We continue to work with Comcast to remedy various billing and account issues. We believe our new internet-based video surveillance system at all three gates is far superior to the older system. Our security staff can now see cars and foot traffic in “real time” as residents enter and exit our development. Additionally, we continue to have the ability to permanently record incidents for further review by security and/or local law enforcement agencies.
- When we suffer power outages at either the north or south gate, the current policy is to leave the gate in an open position. This policy also applies during periods where snow has accumulated at, or around, the north or south gate equipment. We then close the gates manually at night.

MVCC: Bill Naubert – abs. no report

MEETING ADJOURNED: 8:40 p.m.

Minutes prepared by Cheryl Havener