

**MERIDIAN VALLEY MAINTENANCE ASSOCIATION
MONTHLY BOARD MEETING MINUTES
December 6, 2017**

CALLED TO ORDER BY PRESIDENT Jack Ottini at 7:00 p.m.

ATTENDANCE: Jack Ottini, Jan Lewis, Jim Stott, Rich Sleep, Mike Atwood, and Cheryl Havener Absent: Sam Shirley Guests: Kim Sharrah and Kris Undsderfer

PREVIOUS MEETING MINUTES: Approved as written

PRESIDENT'S REPORT: Jack Ottini

- The Board dinner will be January 7th at 5:00 at Meridian Valley.
- The security truck is in for repairs for a collision that occurred earlier this year.
- The sewer line is finished.
- The Country Club is purchasing a snow plow blade. During snow times, Craig Benson would plow from the main gate to the club house and the other hills if needed. Personal driveways would not be plowed. Motion/seconded/approved to partner with the club on the purchase – a price will be submitted.
- Trent and his crew have all areas in good shape. All trees and bushes are pruned, weeds are pulled, and bark is raked. More Leyland Cypress will be planted along 144th S.E.
- No problems with the road system. All signs and post are OK except two faded signs that Trent will replace. All fences are OK.

TREASURER'S REPORT: Rich Sleep

- The full year financial summary is posted on the MVMA bulletin board and is attached. This summary includes an accrual for the second electronic gate controller for the north entrance and is pending installation (was ordered over a month and a half ago). I have also reclassified this expenditure into the Security line in the budget to correspond to our actual accounting treatment.
- Revenues for the year of \$399.3K were basically flat to budget. We again fully collected the FY2016/17 HOA fees. On the expense side, we are closed at \$390.9K. This is \$12K higher than budget and is equivalent to the accrual for the second gate controller. That said, there are other variances and items that need to be explained. The largest of these concerns the storm drain repair project. This project was budgeted at about \$17K (and is funded from LRP/Capital Fund), but due to more extensive required repairs ended at \$29K. The overage eliminated a planned LRP/Capital Fund contribution of \$13K. Additionally, we had a few smaller surprises including repairs for the guard house and technology upgrades to maintain our gate remotes system operations. Fortunately, we managed saves in other areas including Landscaping, Roads, other Security and Administration. The latter is largely due to lower than planned legal expenses.
- The budget for FY2017/18 is built off the past year, but includes a \$30K contribution to the LRP/Capital Fund. Expenses actually decrease to \$379.5K, but do include another gate controller as well as some additional security (AV/technology) spending. Nevertheless, to fund this level of expense and make the LRP/Capital Fund contribution, we have to increase the HOA fees \$25 per year to a total of \$900, which represents a 2.8% increase.

- Regarding the LRP/Capital Fund, while we did not make any contribution this year, the investment value increased nearly \$79K during the year. The fund value was \$640,829.14 at November 30th. This is about \$44K higher than our original LRP projection. The MVMA Finance/Audit/Budget committee has tasked me to revisit the LRP assumptions and projections to ensure that we are adequately providing for our long-term needs.

COMMITTEE REPORTS:

SECURITY: Sam Shirley – absent, report given by Kim Sharrah

- Several items were discussed mostly with Uber incidents, hard copy attached in file.
- Discussed replacing batteries for remotes as a service to homeowners; Motion/seconded/approved to purchase batteries and provide them free of charge.
- Discussion was held with Kris from Sharkbyte. Kris will break down the bids to show the separate cost for cameras. The Board will move forward with the purchase and installation of two cameras for identifying outgoing vehicles at the main gate. Also being considered is the use of the cloud for back-up.
- Trent Allen theft incident: Discussion of the theft from a landscape company held. Need for new camera at main exit gate discussed.
- Club member – wrong way driver at gatehouse – impatient: Description of incident with the impatient member, who backed out and drove in the main exit to gain entry faster. Discussion also held concerning Uber, Lyft, and Taxi cab drivers entering thru the main exit gate. Main entry camera approved. Board requested quote for exit camera, and separate quote for license plate reader camera for the main exit gate. Shark Byte Technologies – Kris Undsderfer- will obtain the quote, and contact the board with the information.
- Uber, Lyft, etc..... no calls notifying / authorizing drivers into residences: reminders to contact Security for Contractors / Visitors / Drivers will go out in the next newsletter. Sam Shirley will also mention this at the Annual Meeting 12/12/2017.
- Remotes and batteries: Report from Kim and Jack Ottini concerning bad remotes vs bad remote batteries. Residents will be encouraged to bring remotes to the Security Gatehouse to be checked for wear and tear, and battery issues. A vote to supply batteries for residents, free of charge, was called by Rich Sleep. Mike Atwood seconded the motion. All were in favor. Mike Atwood ordered a small batch of batteries (40) online before leaving the meeting. He will deliver them to the Security Gatehouse when they arrive.
- Update lot # 260 teenage driver: Previously it had been reported that an underage driver was driving his parent's vehicle on site, alone. He has since obtained a Washington State Driver's License.
- Security Truck: The security truck is currently in the body shop for repairs. The truck was hit by a resident / club member in the country club parking lot in September 2017. Security is currently using the MVCC Maintenance shop truck, on loan from Craig Benson.
- Many thanks from the Security staff were given to Jack Ottini and Janet Lewis for the many years of service, and assistance, whenever called upon for help.

ARCHITECTURAL: Jan Lewis

- No submitted projects this month.
- Discussion was held concerning Lot #298 – on market, meeting with listing broker, Lot 299 – complaint on Lot 298.
- The Architecture Committee is in the process of reviewing the policy for tree removal, dog runs, and working hours.

MEETING ADJOURNED: 8:45 p.m.

Minutes prepared by Cheryl Havener