

**MERIDIAN VALLEY MAINTENANCE ASSOCIATION  
MONTHLY BOARD MEETING MINUTES  
February 8, 2017**

**CALLED TO ORDER BY PRESIDENT** Jack Ottini at 7:02 p.m.

**ATTENDANCE:** Jack Ottini, Jim Stott, Rich Sleep, Sam Shirley, Mike Atwood, Bill Naubert, and Cheryl Havener  
Absent: Jan Lewis      Guest: Pat Mjelde- Architectural Committee Co-Chair

**PREVIOUS MEETING MINUTES:** Approved as written

**PRESIDENT'S REPORT:** Jack Ottini

- The next newsletter will be in March; send all articles as soon as possible.
- The Bonneville Power Company will be trimming back vegetation around our perimeter fence under the power lines.
- Mike Atwood needs the keys to the gates (green and black boxes).
- Lot 76 owners have asked for a remote to be given to a child to enable them to look after the aging parents. After discussion, it was determined that, consistent with existing policy, remotes may not be loaned to family members.
- The police are handling the solicitation problem of last Saturday.

**TREASURER'S REPORT:** Rich Sleep

- January YTD (2 mos.) expenses were favorable compared to the 2016/17 budget. Revenues (homeowner's dues) were over \$30K higher than received at this point last year, but about \$7K lower than anticipated in the plan. The Operating Fund financial report is posted at the MVMA office and available from Quick Books.
- We completed and paid our Kent B&O taxes. We filed our 2016 federal 1099/96 forms. We dropped off and discussed the fiscal year 2016 financials with our CPAs (Shannon and Associates) so they have the necessary information to complete our Federal corporate income tax filing (1120). There was a \$50 discrepancy in the January bank reconciliation. Working with our bank, we identified this to a bank recording error in our last deposit for the month. This was corrected in early February.
- We have started our annual "dialing for dollars" campaign for delinquent homeowner dues. Presently, we are over 93% collected. All but one homeowner has been contacted (spoken with or left voicemail). We will initiate remedial collection efforts at February month-end, if unpaid or satisfactory progress is not made.

**COMMITTEE REPORTS:**

**FACILITIES:** Jack Ottini / Mike Atwood

- The snow caused no major problems for the homeowners. The north and south gates were left open and the hill to the main gate was sanded. As of today the gates are back on normal schedule.
- Pro-Vac will send their estimate for the storm drain work by the end of the week.
- Our fence system was repaired in the middle of January. Six places were fixed.
- U.S. West Phone Company was contacted to fix terminal cans that are leaning over or damaged.
- A survey has been made of any trees hanging over our roads. Tree limbs under 13" will be trimmed. Homeowners will be notified.
- Two new signs were installed at the north and south gates.

**COMMON PROPERTIES:** Jack Ottini / Mike Atwood

- Trent and his crew have all areas looking good. The area on 144<sup>th</sup> Avenue SE between the two fences received a lot of work. Three and a half trailer loads of debris were hauled away.

**GUARD HOUSE/AV SYSTEMS:** Jim Stott

- Jim and Jan Lewis will set up a meeting with a computer company to establish a new vendor relationship. Bids may be sought for additional, or upgraded, cameras and supporting retentive software.
- An agreement has been reached with Lot 197 with regard to unauthorized shed removal. Jim will coordinate the removal of the shed with the homeowner.

**MVCC:** Bill Naubert

- A meeting between the MVCC and MVMA to review the existing contract is yet to be scheduled.
- Discussion was held concerning the policy for snow plowing and ice.

**SECURITY:** Sam Shirley

- Lot 118 reported their car was vandalized. Patrol found shovels, bolt cutter, nerf gun, and skate board near the fence; turned out to be residents kids just playing. Also, a resident called to complain about his contractor being turned away.

**ARCHITECTURAL:** Jan Lewis

- Committee for 2017 remains unchanged: Jan Lewis, Chair, Pat Mjelde Co-Chair, Joanne Ottini, Bruce Yahr, Jack Houser, Greg Bartoletti, Darlene McCallum, and Brian Goodell.
- Projects presented/approved/disapproved included: roof replacement, tree removal, and replacement of original sidewalks with pavers.
- Weather permitting, Jan and Joanne will survey the community to check for vegetation clearances (City of Kent requires 13'6" clearance for vehicles on city streets). Recently Security personnel had to cone-off a few areas where vegetation has grown into the street, impacting accessibility for walkers and vehicles. Courtesy letters will be sent to property owners requesting compliance with City of Kent regulations in anticipation of spring.
- Request for additional construction signage: Mirroring the DOR's, the committee has agreed that only one sign shall be allowed on a parcel where contractor(s) are working. Language of the policy will be submitted for Board approval/posting on MVMA website.
- Lot 123 has two sheds on their property.

**WEBSITE:** Bob Steiner

- Posted January Board meeting minutes to the website.
- Added e-mail addresses for new residents.
- Updated the website with current Board of Trustees members and responsibilities and the Architectural Committee members.

**NEW BUSINESS:**

- Discussion was held concerning the yellow posts at the side gates; Mike will look into ways to changing the look.

**MEETING ADJOURNED:** 8:15 p.m.

Minutes prepared by Cheryl Havener