

Meadow Valley Homeowners Association Board Meeting

February 22, 2016

Board members present were President Eric Gatlin, Vice President Vincent Williams, & Secretary Terri Shippey

The board met with Linda Gillman (in town from Utah to consolidate information for the audit) to discuss the following topics:

Discussion of Community Rules

Proposed by Linda:

Pets: Exceeding 2 pets \$100 first offense; \$200 second offense; \$300 maximum. Wandering pets \$125 first offense, \$200 second offense; \$300 maximum. Mentioned that a homeowner has 2 cats and a dog and is in violation.

Rules Violations: Interval for continuous: \$25, \$50, \$100. Re-fine for failure to conform, 30 day window.

Parking: Cost of New tags and stickers was \$251.83. Enforcement will continue to be relaxed until road construction on 17th St SE is completed, which will be around 3/15/16.

Units with 2 car garages & driveways – no parking tag; 1 car garage with one occupant – no parking tag due to limited parking available.

Track car & pet registration. Eric stated that a car registration campaign would be started when road construction ended.

11E Running Amway Business in garage

Uniformity: Green bulbs in outside lights (veterans per Vincent); Seahawks logo on garage door; colored drapes in windows; fences in back areas controlling pets.

Possible foreclosure – 2 people. Unit 10E for sure, \$5000+ behind. HOA could buy. She paid \$135k & probably \$100K. HOA should take it over in lieu of fees and keep it as a rental. She can't afford to live here.

Drainage: Vaults were affected when landscaping was done. Retention pond is not collecting the runoff. There is a flood detention pond behind the fence that the city controls. Water from our pond should go into that pond. This needs to be addressed. Linda's friend from Utah that drove up with her could look at it quietly. Won't want to involve the city, so homeowners shouldn't know now. Don't write all of this down....

There is a 5'X3' sink hole that was a construction debris hole. There are three sink holes behind Units. The developer put 1-2 feet of clay pack over sandy loam soil. The foundation for each building has piers for each unit, not a foundation for each unit. There should have been a lawsuit against the developer for these issues if they had been known at the time.

Need a building permit for the pavers to start in April.

All of the above topics were discussion only.

Annual meeting – possible April but no later than June per Eric.

The meeting was adjourned.

Meadow Valley Homeowner's Association Meeting

April 13, 2016

Board Members present were President Eric Gatlin, Vice President Vincent Williams, & Secretary Terri Shippey

Amendments to the Community Rules were discussed and approved. The use of a Property Management Company: Will be investigated as a possibility. 12.3 of CCR's allow the board to appoint a management company for a 1 year term. In doing so, every attempt will be made to avoid raising HOA dues.

There was a Homeowner concern regarding use of the car wash area due to the cost of water. Use of this area is a selling point of this community and will continue to be allowed with the use of a nozzle to control water flow.

Upcoming repairs that will need to be addressed: concrete, gate, & asphalt.

Meeting was adjourned.

Meadow Valley Homeowners Association Board Meeting

April 26, 2016

Board Members Present were President Eric Gatlin, Vice President Vincent Williams, & Secretary Terri Shippey

Meeting with Susan Elmorabit, Community Association Manager, employed by MacPherson's Property Management, Inc.

Interview with Susan Elmorabit regarding the position of Community Association Manager for Meadow Valley:

To initiate a change from our present situation with Linda, a letter would be sent to Linda requesting Meadow Valley records, giving her time to respond. If there is no response, a letter from an attorney would be sent.

Susan provided a checklist of records that she would need to take with her to set up service for Meadow Valley.

Question to Susan – What will the role of the Board be if hire a property manager? Her answer was that the board is, and will continue to be, the management of and decision makers for the community.

Violations: To be communicated to Susan and she will address them.

Financials: Available by the 10th of each month. A schedule will be set up for financials & taxes.

Dues collection: An introduction letter will be sent out giving homeowners a choice of electronic payment or coupons. Statements for accounts that are delinquent 30, 60, & 90 days go out on the 11th of the month. An Operating Account will need to be opened at US Bank. A check made out to Meadow Valley HOA will be given to Susan to open the account. We will receive confirmation paperwork for the account from the bank that will need our signatures.

Collections: We pay an attorney upfront, but this fee is then collected by the attorney from the homeowner along with delinquent funds and comes back to the association.

Compliance: CC & R's are signed & filed. Revised Community Rules (April 2016) need to be mailed to owners (adoption date). She will draft a cover letter. She sees no non compliance.

There was a Motion by Eric Gatlin to appoint Susan Elmorabit to the role of Property Manager of Meadow Valley Owners Association, Terri Shippey Seconded the Motion, and all board members were unanimously in favor.

Necessary records and a check payable to Meadow Valley for the US Bank operating account were placed in Susan's care. A notice from the Secretary of State showing that our HOA status is delinquent was also give to Susan with the assurance that it would be addressed.

The meeting was adjourned.

Meadow Valley Homeowner's Association Board Meeting

June 23, 2016

Board Members present were President Eric Gatlin, Vice President Vince Williams, & Secretary Terri Shippey. Also present was property manager Susan Elmorabit.

Past Board meeting minutes were reviewed and approved from February 22, 2016, April 13, 2016, and April 26, 2016 meetings.

Discussion regarding upcoming board elections – board approved that that Condo Law Group handle the election.

Discussion of lawsuit – there should be a research of minutes regarding past board appointments.

Status of claims – Insurance- Liability for car damage from the gate is pending. Also a decision regarding the Employee Theft claim needs to be reached.

Catch basin repair was approved by board prior and the invoice from Eagle Asphalt is approved to be paid from Maintenance reserves. Furnace & AC installation in the clubhouse was approved by the board prior and the invoice from NW Comfort Systems is approved to be paid from Maintenance reserves.

Building wash proposal by Sparkle Wash was approved and will to be paid from the Operating budget. Gate repairs or approx \$2500 for the pedestrian gate by Cressy Door was approved. The Eagle Paving proposal for seal coat and curbing was approved.

Additional future maintenance and repairs needed: Caulking to waterproof buildings around porches and entry way doors and repair of raised driveways.

Unit 15A – repair needed to facilitate the sale of the property involving a post that needs a footer. Susan to contact Lance and follow up.

It was agreed that a new account be set up for Unit 11B Security Deposit to avoid future service charges. Eric and Vince will close the account and send a check to the Property Management company. Wells Fargo Operating account to be closed – a check given to Susan to put into a new account with US Bank. Reserve Funds need to be placed in accounts to assure FDIC Insurance coverage. Susan will look into financial institutions.

Financial forensics have been concluded.

Late fees of \$35.00 that were charged to Homeowners are to be removed – we do not have a collection policy to support them. A fee schedule will need to be added in the future to support charging late fees.

A revision to the Bylaws regarding Proxy Voting was discussed and it was decided that there would need to be a meeting with the owners to discuss this further.

Meeting was adjourned.

Meadow Valley Property Management Committee Meeting

September 2, 2016

A meeting was held at the Meadow Valley Clubhouse. Members volunteered via the Meadow Valley Facebook page to establish a committee to screen and recommend a new property management company. The following homeowner's have volunteered for the committee:

Julie Langi, Lance Kiblinger, Michael Fagman, Eric Lash, and James Jeyaraj

Present at tonight's meeting were: Julia Langi, Michael Fagman, Eric Lash, James Jeyaraj, Eric Gatlin, Vince Williams, & Terri Shippey.

The committee elected James Jeyaraj as the Committee Chairman and Julia Langi as the Committee Secretary.

Meadow Valley August 2016 Financials and July bank statements were reviewed and discussed to give the committee an idea of the property management company's financial role and to dispel any rumors that funds have been mishandled.

The committee will meet Monday, September 5, 2016 with Total Property Management Services and Tuesday, September 6, 2016 with PROPVIVO Property Management Services and decide whether to recommend either company as the property management company for Meadow Valley.

The meeting was adjourned.

Meadow Valley Owner's 2016 Special Meeting

The meeting was called to Order at 6:00 pm on September 13, 2016 by Paul McClintock, PRP, CP-T

The Special meeting was held to fill 3 open board member positions, as ordered by King County Superior Court Judge Janet Helson, due to pending litigation filed by Lynn Johnson.

The meeting was called to order by McClintock. Decisions to be agreed upon were presented:

The board is comprised of 5 people, each holding 3 year terms which are staggered. The existing President and Secretary each have a 1 year term remaining. Two of the positions to be decided tonight will each have 3 year terms, one will have a 2 year term.

Election is typically by ballot, the winners needing a majority vote to win. The top 2 elected board members would receive the 3 year terms and third would receive a 2 year term. A vote was called for by show of hands, with 34 raised hands counted in agreement.

The question of security and secrecy was discussed - secret ballot or signed ballot. The majority voted by show of hands for the signed ballot.

Per the McClintock, the ballots are to be held by the Secretary for 4 months. He through stated that they will need to be held through 12/31/16.

Per Roberts Rules of Order, McClintock stated that Tellers should be appointed to count the ballots. Three people that were not candidates or related to candidates were asked to volunteer. Julia Langi, Elisabeth Holden, and Frank Dugger volunteered and there were no objections from the floor when the assembly was asked.

Roll call established that 63 homeowners were present in person and by proxy. Thirty two were needed for majority, so the election could commence. Proxies were collected by McClintock. The proxies were audited and it was noted that one of the proxies submitted had the incorrect Unit number listed. McClintock called for a show of hands to determine whether or not this proxy should be allowed or disallowed, and the majority voted to disallow the proxy.

The meeting notice was dated 08/29/16, which met requirements.

Dave Fickel was nominated from the floor as an additional candidate.

Lynn Johnson raised a Point of Order to dispute Lance Kiblinger's bid for candidacy. McClintock ruled that Kiblinger is eligible, but that this decision may be challengeable in court. Gabriella Wagner, the Attorney representing Meadow Valley, submitted a copy of a Declaration from Kenneth Allen, the spouse of Lance Kiblinger, which was signed on September 5, 2016. This Declaration followed the guidelines set forth in the Order signed by Judge Janet Helson on August 10, 2016 regarding the

candidacy of co-resident spouses who are not titled owners. It was stated that copies of this Declaration had previously been submitted to the Judge, Mr. Johnson, and Mr. Johnson's council.

A Minutes Approval Committee was requested, and it was moved, seconded, and approved that the Tellers appointed to count ballots at this meeting also adopt the role of the Minutes Approval Committee. The minutes will be emailed to the Tellers for approval. The Property Management Company will distribute the minutes to homeowners. There were no objections.

Six candidates were nominated for the Board Positions: Lynn Johnson, Michael Fagman, Lance Kiblinger, Andrea Alberts, Austin Cook, and Dave Fickel. The five candidates present at the meeting were given the option to speak about their candidacy, and all five addressed the assembly. Kiblinger was not present; however, the bio page that he submitted was read.

The assembly was instructed to be sure that their unit number and signature was present on the ballots. Ballots were distributed and completed ballots were collected. The Tellers then adjourned to an office to count the ballots.

During this adjournment, the floor was opened for a Homeowner's Forum.

Ms Fishman expressed concerns regarding the budget numbers and budget guidance, expressed appreciation for the professional management, and for Lynn getting this moving forward.

Kitty Allen expressed concern at being watched, concern about the gate being fixed, asked that dog owners pick up after their pets, and a questions regarding a cat fee.

Gary Coursey expressed concern at receiving unsolicited emails from Mr. Johnson and asked that this be stopped.

Mr. Johnson interjected a Point of Order with regards to an attack of character/personal attack.

McClintock spoke to this stating that this is a request rather than a personal attack. He further referenced Robert's Rules of Order with regards to the Homeowner's Forum, and emphasized decorum/debate, speaking to the merits and the idea – not to the person. Keep it factual and friendly.

Ameeka asked to be removed from Mr. Johnson's email list.

Robert expressed desire that any work being done be permitted and completed by local companies, and concern regarding a past project. Leadership with no fear, anger, or uncertainty is desired. Personal emails may continue so that he may monitor the content.

The question was raised regarding the number of Board meetings required and the answer was 2 per year.

Election Results were presented to McClintock:

Lance Kiblinger received 50 votes and was elected to a 3 year term; Dave Fickel received 44 votes and was elected to a 3 year term; Andrea Alberts received 33 votes and was elected to a 2 year term. The

remaining candidates were not elected and received the following votes: Austin Cook received 23 votes; Michael Fagman received 20 votes; Lynn Johnson received 12 votes.

The meeting was adjourned.

MEADOW VALLEY

Annual Homeowner's Association Meeting

January 23, 2017

Called to Order at 7:25 by Board President Eric Gatlin

Roll Call - 23 Homeowners present, plus 2 by Proxy – 25% is 20 present, so quorum was met to transact normal business.

There was a question from the floor regarding the 2017 budget listing the Reserve Contribution at \$16,423.00. Why is it not being increased to the 2016 budget amount of \$22,600.00? The answer from Scott Roth of Total Property Management: Meadow Valley has recently done some major repairs, so not as much money is needed in Capital Reserves. Increasing this fund would increase dues.

There was a request for an Association Website for owners to view their account status and Board Meeting Minutes. Eric relayed that we would like to have an online document depository that would allow this access, and this is being researched.

The question was raised asking how are signs paid for. They are paid for with funds from the maintenance budget. There is concern that there are some signs that are dirty and in disrepair. The broken signs are in the process of being replaced and the dirty signs will be cleaned. Lance Kiblinger encouraged all of us in our community to help if we see things that need to be done, because this is a cost savings to our community.

Gate Repair/Replacement was mentioned. Currently there is a schedule being followed to leave the gate open from 6-9 am and 3-6 pm to avoid unnecessary wear and tear on the actuators. Replacing the gate will be extremely costly.

Window cleaning was mentioned. This is not a budgeted item and is the responsibility of each homeowner. Milgard can be contacted regarding windows with broken seals, and original owners can have defective windows replaced through them.

There was discussion regarding the high cost of water/sewer. The construction of the complex was explained. Meters were attached to each building, and not assigned to individual units. Dues, which include water and sewer, are based on each unit's percentage of ownership. Assigning meters to each unit is too costly. Owners can help lower the water/sewer cost by replacing their toilet valves, flappers, and wax rings and installing high efficiency shower heads. The irrigation system has some leaks and there are leaking water spigots on the exterior of the units, which will be addressed in the Spring.

There was no further discussion raised regarding the budget, and it was unanimously ratified.

The issue of buckled driveways and sinking porches was discussed. Driveway pads will need to be removed so that roots can be taken out. This has not yet been scheduled.

Pest control and rats were mentioned as a concern. Redi National Pest Control comes out on a regular basis. Any concerns should be reported to Total Property Management.

Landscaping: Dead bushes in a flower bed and a large tree near Unit 3F – referred to Lance. Owners advised to send an email to Meadow Valley HOA with landscaping concerns. An owner expressed

appreciation for the moss removal from the buildings that was done when the buildings were pressure washed last year.

15 A reported that their gutters are full – referred to Total Property Management.

A Bylaws Amendment on the Agenda was presented and discussed. There were not enough homeowners present to vote on the amendment, 67% is needed to ratify bylaws. One purpose of the proposed bylaw would be to allow electronic voting, which would give owners another avenue to vote and be involved. The Amendment would also limit the number of proxies an owner can hold and eliminate solicitation proxies. The suggestion was made to have an attorney review the amendment.

Owners were encouraged to talk to their neighbors about the importance of attending meetings and voting.

Also on the agenda was the proposal to sell Unit 11B, which is owned by the Association. Upon sale of the unit, owners would also need to vote on whether to put the proceeds of the sale into the General Fund or disburse them to the homeowners. There were not enough homeowners present to vote on this proposal.

Open Forum:

Unit 3F – Moisture in the master bathroom near the roof. Homeowner to contact Total Property Management.

Questions regarding the gate – In the event of a power outage, there is a battery for backup power which has an alarm if it gets low. Contact Total Property Management with any concerns.

Mailbox security – Changing the current mailbox system would require rebuilding the entire structure.

Concern expressed regarding some HOA fees charged at the time of Unit purchases. Some of the demand requests were uncommon, but not illegal. Owners can have these charges reviewed on a case by case basis by supplying the information to Total Property Management.

Total Property Management will update the Call Box and remove any previous owners.

Total Property Management will contact the city to see about lighting for the front entrance. They will also research lighting for the pedestrian gate.

De-icing walkways and driveways is the responsibility of homeowners. Contracting a company to de-ice the parking lot can cost \$570.00 per trip, and is not cost effective.

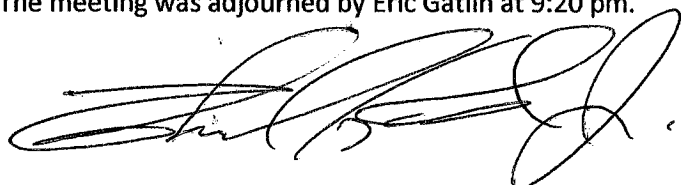
Total Property Management is working on updating on updating the forms/information for parking tags. Parking enforcement needs to be made a priority.

Suggestion to post a sign at the mailbox kiosk announcing future meetings.

Fire Sprinkler Inspection is upcoming.

Upcoming Meadow Valley Soup Social was announced. The event will be held at the clubhouse from 5 pm to 7:30 pm. A sign-up sheet will be posted at the mailbox kiosk.

The meeting was adjourned by Eric Gatlin at 9:20 pm.



2/29/12