

FENWICK HOA BOARD OF DIRECTORS

MEETING MINUTES for August 16, 2010

The monthly meeting of the Fenwick HOA was held at the Fenwick Clubhouse, located at 16801 Fenwick Blvd.

Call to order: The meeting was called to order at 7:10 by Jeff Hutson, Treasurer.

Board Members in attendance: Sue Willard, Secretary; Jeff Hutson, Treasurer; Floyd Treiber, Member; Bill Trimble, FMC Chair; Laura Lee Williams, Social Chair; Mindy Geist, Architectural Chair; and John Carney; Member.

Absent: Jim McGoodwin & Wes Wheeland

Arriving Late: Mindy Geist

Actions taken at this meeting:

- 1.) **Motion** made to approve July 2010 meeting minutes – **unanimously approved.**
- 2.) **Motion** to charge off Foreman account from 2009 and 2010 with privileges removed until 2011 dues are paid. – **Unanimously approved.**
- 3.) **Motion** – to approve purchase of club house chairs as many as needed up to \$1000. Motion **unanimously approved.**
- 4.) **Motion** made by Bill to change the rules with wording regarding placement of trash cans “as discreetly as possible and behind front build line” – Motion **approved unanimously.**
- 5.) **Motion** to approve fence with LIABILITY WAIVER – **unanimously approved.** (see Architectural Committee below)

Actions Taken by Email/Letter/In Person -Violation Report – submitted by Carl & Debbie Franklin of CCMS

- 1.) **Lack of Flower Bed Maintenance (1st notice 7/23/10)**
 - a. NW 165th Street -#1300
 - b. NW 168th Street - #1429 & 1432

- c. NW 170th Street - #1304
- d. Bradbury Circle - #16801
- e. Bridleridge Circle - #17001
- f. Fenwick Blvd - #16509, 16513, & 16517
- g. Gladstone Circle - #16905
- h. Gladstone Lane - #17113
- i. Granite Place - #17017 & 17109
- j. Halbroke Rd - #16601
- k. Hollyburn Circle - #17013 & 17021
- l. Kemble Lane - #17105
- m. Parkhurst Rd - #16608, 16717 & 16800
- n. Prestwick Circle - #17105

2.) **Cars in street overnight:**

- a. 1421 NW 168th St – letter sent 07/27/10.
- b. 16913 Gladstone Circle – letter sent 07/27/10.
- c. 1401 NW 171st St – letter sent 07/24/10.

- 3.) **Commercial truck in driveway** – 16901 Bedford Circle. Letter mailed 07/28.
- 4.) **Back Fence Down** – 16905 Bradbury Circle. Letter mailed -07/28/10.
- 5.) **Paint Address block** – 1401 NW 168th Street. Email 07/27/10 – compliance met.
- 6.) **Paint gate; trailer & smoker in drive** – 16701 Halbroke Rd. Letter mailed 07/28/10 and compliance met.
- 7.) **Fence in need of repair** – 16633 Halbroke Rd. Calls/emails 08/04/10.
- 8.) **Signage in front fence area** - 16600 Kingsley. Called 08/04/10.
- 9.) **House Abandoned??**– 17021 Hollyburn. Residents are Brian and Rebecca Bruce. Notice for flower beds sent.
- 10.) **Mass Mailing - Dumpster storage notice** – 1st notices sent on 07/27/10..

Carl & Debi Franklin of CCMS submitted: list of delinquencies, P&L, Balance Sheet, Deposit Detail, Check Detail, list of delinquent homeowners, clubhouse report, and list of new homeowners. **New homeowners:** John Robertson – 16505 Bradbury Circle – closing scheduled 08/06/10.

1.) **Maintenance Report** – Submitted by Bill Trimble FMC Chair –

a.

Regular FMC

meeting held: 7/7/10 with minutes submitted – Issues:

- i. **Drainage Canal Rock Damns north of 171st** - Carl Franklin has located ¾ ton truck and backhoe that Fenwick can use. Carl will set and organize work day, 2nd carryover.
- ii. **FGV Water Flumes with swales at bottom that hold water** – carried over. Lindsay volunteered to help Joe with cost break down for next meeting.

- iii. **Beavers** – will continue monitoring for.
- iv. **Wrought Iron Pool Fence Painting** – Carl will let out for painting bids.
- v. **Drinking Fountain** – Brian Walzel will get enclosure made/mounted & will install ASAP. Bill or Carl can be called for assistance if required.
- vi. **Pump Room – replace exhaust fan** – Faulty switch replaced and fan now working. Rusted thermostat and ceiling repaired.
- vii. **Clubhouse** – Touch up paint required. Completion of work on front doors and back fascia. Work still needed on South.
- viii. **Pool Deck Water Drainage** – Discussion of what method to resolve problem. Fall work day after pool closes.
- ix. **Bench Across 3 Cut Tree Stumps in Park** – Planned fall work day.
- x. **New concrete benches** – Estimate from Gardner Pre-Cast \$2270.03 for total of 5 benches, with delivery date Aug. 18th. FGV location for 2 benches chosen by Joe. Dale & Carl to choose locations for other 3 benches and one table. Bill with coordinate with Gardner.
- xi. **Tree Trimming/Replacement of Trees:**
 - 1. **Penn & 169th creek line** – FMC committee motion made to hire Bowman Bros at a cost of approx. \$1600 to trim trees. Motion carried and work completed at final cost of \$1700.
 - 2. **Motion to have Bowman Bros. trim trees around pond on the North, with cost estimated at \$1700.** Motion passed.
 - 3. **Replacement trees along creekline** – The trees that would be replaced are not trees added by developer or maintained by Fenwick HOA other than trimming or removal of natural growth. Adding new trees may be viewed as a capital improvement requiring a budget line and a general membership vote.
- xii. **New Business:**
 - 1. **Western Well** – Well not running. Carl was authorized to repair/replace whatever is needed to get system working property. The problem has been resolved.
 - 2. **Fountain** – The Western fountain is not working. Carl, Dale & Bill will set up work day to look at and repair. The fountain has been removed from the pond and is ready to ship off for repairs. Carl suggested getting extra pump price quote.
 - 3. **168th Sign Light** – Carl has checked and repaired.
 - 4. **Board Maintenance request to remove crate myrtles from around the pool** – They have been cut down and removed.
- xiii. **Meeting adjourned at 8:30 p.m.** with next FMC meeting scheduled for September 6th.

2.) Architectural Report –

- a. **Gated area 168th Street small strip of land** – Resident wants to connect fence to fence across the field from house to the end. This is the developer’s right of way area. Motion to approve fence with LIABILITY WAIVER. – Unanimously approved.
 - b. **Shed/fence approval 170th St** – Resident wants to put up shed and fence to enclose AC/trash cans. Shed ok and approved.
 - c. **Brick 5’6” 4feet wide wall to hide trash cans** – still discussing.
- 3.) **Social Committee Report** – Submitted by Laura Lee Williams, Social Chair. In October there will be a contest –children will bring their carved pumpkins to the clubhouse for judging. Around Christmas time a sleighride and Santa are planned..
- 4.) **Clubhouse Report:** Debi Franklin of CCMS said that it cost \$1000 for deck chairs and \$1000 for club house chairs. Clubhouse chairs cost \$19.16 each we should try to provide 65 chairs. Sam’s Club has a one-time special buy and she wants to purchase as many as possible to have the 65 clubhouse chairs. Motion made to purchase necessary chairs not to exceed \$1000 – **Motion approved.** Debi brought up that some lifeguards have figured out how to apply some bleach and Pinesol to give the impression that they had cleaned. She said the clubhouse had the normal expenditures.

Discussions:

1.) NW Pools Management:

NW Pools managers stated that they think the partnership with Fenwick has been a good one. They said that complaints should be addressed to Carly. Debi of CCMS asked what suggestions they had for improvements. NWPM responded that although it was a good year there are some areas to improve on such as pool deck cleanliness. Brian said that NWPM is trying to do a better job and hopes Fenwick has noticed improvements. He thinks this is the best year as far as keeping the water clean.

Guards – NPW stated that they hold the guards to high standards of professionalism. They have fired several people. They also pointed out that we are dealing with teenagers.

Question by Carl of CCMS on what causes trouble? – NWP responded that our facility is in good shape mechanically and that we are the only facility with someone personally monitoring admittance to our pool.

Jeff Hutson questioned who is their next largest client – NWP responded that Chimney Hills is – they have 2 pools with 3 lifeguards on duty. NWP stated that they also manage Coffee Creek and Homestead pools.

Jeff Hutson brought up that he never once saw a lifeguard make an effort to do a full sweep of the deck. NWP: Said this is an easily corrected situation. Stated that some of their employees are not expecting to do that type of work and standards for teens may be different than for adults.

Debi of CCMS asked what the problem was with the lifeguards cleaning the bathrooms – that NWP is supposed to do that. Asked if we should take responsibility away from NWP and get concessions for it. NWP response: “Was the pool open MOST of the time and were the lifeguards WATCHING people? If so, then we had a SUCCESSFUL season.” NWP reiterated that it thinks the season was successful. They stressed that they only have one other competitor and that 10 of the competitor’s customers fired him and hired NWP.

NWP stated that they guaranteed us the same prices if there was a contract in place by January 2011. They stated that they appreciated Fenwick’s business.

2.) Dumpster storage – mass mailing & other issues by Residents:

Several residents attended the meeting specifically to address the mass mailing that went out on dumpster storage compliance.

1. Clarification on where garbage can be seen - Resident Vince Parker of 1421 NW 165th Ct address his concern on this issue. Had no concerns about letter but wanted clarification of this issue.
 - a. Board/CCMS responses: Jeff Hutson responded that there was a lot of trash cans placed in front of the 3rd car garage. Carl Franklin stated that a complaint was received and it was necessary to look at the rules. He further stated that the Board would need to decide on whether the trash cans need to be “completely out of sight or in a “discreet location”. Jeff Hutson stated that what leads to confusion is that some homes have no fences. Bill Trimble stated that if someone has trash cans in FRONT of their house they will get a NOTICE and that the mailing to everyone was a courtesy notice and that if you are in compliance to disregard the notice. Bill further stated that if a violation letter is sent out that the resident can address their particular situation such as not having a fence, etc.
2. Limitations on where to place trash can – Resident Mary Castleberry stated that she has to place trash cans in front of gas meter and that if you are coming from the west you can see her trash cans.
 - a. Board response: Bill Trimble suggested putting up a small fence.

3. Mr & Mrs. David Lynch of 1713 NW 171st St - wanted to ensure that they weres not being fined. They have a problem with trash blowing around.
 4. Resident Reginald Williamms of 16612 Fenmoor Lane – just wanted to come to the meeting.
 5. Bonnie Sheffield of 16809 Kingsley Rd – stated that she is guilty of leaving cans in front of garage but she has problems with cats and dogs getting into her trash. Stated that she was defending her area and that she and her neighbors did not know what to do with the cans.
 - a. Board/CCMS response – Debi of CCMS suggested that unrestrained pets be reported. Carl of CCM suggested putting locks on the cans. Bill Trimble stated that a bolt could be placed on the cans and then removed on trash day. Carl of CCMS stated that there was a total of 83 complaints about the trash cans and that it is a CITY ORDINANCE that the cans cannot be in front of the garage. If a call is made to the city a resident will be fined.
 6. Craig Colbertson of NW 156th St - said there are gaps in the HOA maintained fence that allows for admittance of animals and water and asked if there was and remedy from the HOA?
 - a. Board response – Bill Trimble stated that FMC will look at the wall and address the problem.
 7. A “discreet location” as to placement of trash cans will be enforced. Debi of CCM stated that just trash cans placed in FRONT of the garage will get a notice. If there is a third letter there will be a fine. Bill Trimble added that the main thing is the ATTEMPT to hide the cans behind the front of your house. Jeff Hutson said the board needs to figure out all viable options.
 8. Question asked about security and tickets being given inside the gated area. Debi of CCMS responded that Fenwick wanted police to come in and address problems with people running stop signs, speeding, etc..
- 3.) Trash Cans Issue – **Motion** made by Bill to change the rules with wording regarding placement of trash cans “as discreetly as possible and behind front build line” – **Motion approved unanimously.**

New Business:

- 1.) **House with Daycare** – Seven children are crossing the street there and the daycare owner needs to be advised that there is a bus stop there. Debi of CCMS will talk to daycare owner and advise of children coming to bus stop from 3 different directions.

- 2.) **Budget Committee – (Jeff Hutson)** All board members will receive 2011 budget by email. Will attempt to use same Budget Committee as last year.
- 3.) **Annual Homeowners meeting** – Debi Franklin of CCMS stated that the earliest day for this meeting would be October 26th.
- 4.) **Audit Committee** – (Jeff Hutson) There are 3 members that served on the Budget. Mary Castleberry is chairman.