**Upland Green Community Organization**

11410 NE 124th Street, PMB 222, Kirkland, WA 98034

Board Meeting Minutes

May 16, 2024, 7:00-8:30pm

Present: Oscar Tiburcio, Kelly Chalupnik, Mireille Martineau, Michael Rath, Kevin Merkling

Homeowner(s) Bob Vaughn, Jon Resh

1. Call to order
   * Meeting called to order at 7:05PM
2. Establish quorum
   * Yes
3. Homeowner(s) presentation:
   * Bob V. – noticed a lot of improvements regarding homes and asked if the board was still complying with established rules to address issues such as trash cans being left out, yards not being maintained or mowed. Also asked about paint colors the board was approving. Board members reinforced that we are following guidelines regarding using neutral colors. Mireille also re-assured Bob that she was walking around the community with her dog. The Board will again begin notifying homeowners of any compliance issues. Bob mentioned that he assisted with posting notices regarding trash can issues last year and would like to help again this year. Lastly, Bob mentioned that he is planning on new roof/paint for his home in next 8 weeks.

**Action item**: consider ways to post information to inform homeowners about illegal dumping and vandalism; consider posting on our Facebook page, Website, monthly minutes, signage throughout the community, homeowner involvement, etc.

* + Jon R, - Submitted request to have windows replaced – Kevin indicated that he has not seen ARC come thru but Mireille did. Jon reports is simply replacing windows that were installed roughly 20 years ago. Request **Approved** during meeting (Oscar, Kelly, Mireille, Michael) –

Lastly, Jon asked about the names listed on our Upland Green Website

**Action item**: Need to update board member names/contact on Upland Green website

1. Reading and approval of minutes
   * Meeting minutes from April, 2024 approved (Michael and Mireille)
2. Report of Officers

* President – Wendy – No report
  + Treasurer – Oscar – $90,113.89 total for both accounts. Couple of expenses still outstanding (Landscaping/Liability) We currently have 15 home owners still delinquent with annual dues.

Jon/Bob – inquired clarification of home owners still delinquent with dues

* + Landscape – Mireille: change with the account manager of landscaping company – but most things have been completed per request. New account manager and Mireille to meet in early June. Red Chairs dumped; holes dug up again, as well as cement paver being moved around. Reports that there was more dumping in the Common Area. After reading communication from the city, challenges with holding anyone accountable for illegal dumping can only happen if the person is actually caught in the act. No update regarding tennis court gate that was vandalized last month – Mireille to check out the status and possibly just dump the gate since tennis courts are no longer being locked.

Quote from King Trees to trim/remove several trees from the park. Cost approximately $7500. Mireille to send email to the board members for review. Mireille to obtain quote for bark installation throughout the community

* + Architecture – Kevin: nothing new to report
  + Overflow – Michael: He and Kevin still working together on transition of duties. Michael drove by the Overflow Parking area and everything looked okay. No new request for overflow parking received at this time, but that may change comes next month.
  + Compliance – Kevin: Nothing new to report

1. Unfinished Business – Update Website; addressing how to manage illegal dumping and vandalism
2. New Business: Annual Homeowners meeting agenda, initiate conversation regarding 3Stripe Property Management; Shift June HOA meeting from 6/20 to 6/27. – June HOA meeting to occur on 6/20
3. Adjourn Meeting 7:49

Summary of Approved/Denied ARC

* + Jon Resh: New windows: (need address here) request **approved** during meeting (Oscar, Kelly Michael, Mireille)
  + Jenell Anderson: New paint: (need address here) requesting ‘match color’ painting on 4 plex home. Request was **approved** (Oscar, Michael, Mireille, Kelly)
  + Jayman Dalal: Paint/siding: 13501 NE 136th Pl – request **approved** during meeting (Oscar, Michael, Mireille, Kevin) – second approval regarding ‘shaker-style’ siding approved via email conversation with board members (Mike, Mireille, Oscar, Kelly.) Approval notification email sent to homeowner on 5/30.

Agenda items for June, 2024:

* Tennis Court (follow up with Nora A) - door removed so she would like to paint court for ‘pickleball’ – Oscar informed Nora cost to resurface is expensive – Bob supported that homeowners don’t want to pay to maintain surface. Retention ponds is the primary purpose for that area. Will add budget for tennis court/pickleball court investment on annual budget review. -Nora to do some research and obtain a couple of quotes to present at our annual meeting. Question as to why tennis courts were locked – due to liability issues. Should we put a door back on since we are not ‘locking’ it? Nora to take a look and possibly have her partner fix it. She would send spending information to Oscar.
* Outline for supporting homeowners upgrading their homes: siding (Hardie board vs cedar)/two-tone paint
* Generate discussion list for annual homeowner’s meeting
  + Trach cans
  + Illegal dumping
  + Upkeep cost for tennis courts

**Executive Board Activities:** Carry over items from March/April/May /June

* **Corporate Transparency Act Compliance –** compliance required by end of 2024 – new law passed 1/1/24- requires us to meet certain obligations regarding fraud prevention (federal requirement). Information such as name/DOB/ID of board members/officers will need to be collected
* **Published homeowners contact list** (we currently are not in compliance with this)
* **3Stripe Property Management:** Consider establishing conversations with 3Stripe again to help take over some of the legal components of our Association (Oscar/Kelly/Wendy in favor) – Wendy to put together project plan -If we do consider this, how do we move forward
* Meet with 3 Stripes
* Open forums both in person and online
* Self-manage (increase cost expenses for lawyers, creating portal work) VS company management (will result in higher HOA dues…)
* **Overflow transfer of duties**: Oscar/Mike: to work with Kevin regarding transitioning of board activities
* **Establish Guidelines for home upgrades**: Guidance for consistent responses from the board regarding homeowners upgrading their homes.
* **Departure of board member**: Kevin resigning potentially in July