

# Greenfield HOA Board Meeting

## Meeting Minutes

June 26, 2020

Present: Kim Abbey, President  
Sarah Willoughby, Vice President  
Becky Conn, Secretary  
Fran Frazier, Treasurer  
Suresh Bhagavan, Member at Large  
Mike Haynes, Homeowner/Future Treasurer

### -12/20/2019 Meeting Minutes Reviewed and Approved

- Sarah contacted the City about tree removal, didn't receive a response. E-mail will be kept as record.

### -2/3/2020 Annual Meeting Minutes Reviewed and Approved

- Homeowner Lydell Spry, fixed the two spotlights at the entrance signs.
- Suresh is working on gazebo plans.

### -Gazebo

- Suresh is still working on contacting companies/organizations to remove the gazebo. Covid-19 has made contacting people difficult, but he will plan on getting in touch with them when able.
- Suresh suggested just leaving the grouping of trees in place, rather than making some other improvement
  - The trees don't allow drivers to see through, which helps keep speeds down
  - There used to be a light there, but it no longer works
  - Members are in concurrence with this plan

### - Tree Removal

- Fran walked around the neighborhood and updated the 'Greenfield HOA Tree Plan' (attached to these minutes)
  - Each sidewalk uplift was measured and comments made regarding state of sidewalks and trees
  - Currently 16 trees listed as 'High Priority'
  - This list will guide the next tree removals

-Revenues and Expenditures

- Fran provided an updated Revenues and Expenditures spreadsheet as well as a Profit & Loss Budget vs. Actual spreadsheet (see attached)
- Suresh suggested we look at the budget in defense of raising dues.
  - Some Expense Items raise similar to raise in inflation
- Raising Dues was discussed
  - Do we need a vote to increase dues? After a brief look through the CC&R's it was decided that yes, we do need a vote to approve increase
  - Consider raising dues \$25 each year for the next 5 years
  - Earliest increase would be proposed in 2022 (5 years since previous dues increase)
  - Let homeowners know at the 2021 annual meeting, due to Covid-19 this may be delayed.

-House Colors

- Kim mentioned that Lot 74 has given Charles their Architectural Control Committee (ACC) form and paint chips. These colors are currently not included in our 'chip book.' Kim is wondering if we should still be monitoring proposed house colors.
- Listing colors we don't want (rather than acceptable colors) was discussed.
  - Becky will research how to articulate color groupings/how other HOA's handle this.
  - Consider showing on website, rather than having a binder (which no one currently uses).
- Fran mentioned the ACC form on the website needs to be updated.
  - Consider making this form an online fillable form which could then be easily submitted electronically.
- **Action Items: Becky research colors, update ACC form, look into making ACC form fillable**

-Arborvitae

- The Arborvitae along Hoffman are dying/not looking good
- Something easy to maintain should be planted to replace it
- This will have to mostly be put off until trees are taken care of
- Dues increase could help with this

-Sending Lawn Maintenance Letters

- Becky does not feel that these letters are sent in a very fair manner.
  - They are only ever sent when a homeowner makes a complaint, and it tends to be the same people every time.
  - Consider walking around monthly and sending out letters at that time.

-Board Positions

- Suresh and Sarah will be trading positions. Suresh will now be Vice President and Sarah will be Member-at-Large.
- **Action Item: Becky update website to reflect this.**

-Invasive Willows in Retention Pond

- Matt Stevens has contacted the Board regarding an invasive willow tree that is in the retention pond next to his property. The limbs are leaning over into the neighboring yards. There is an additional willow tree in the middle of the pond as well.
- Three bids have been received.
  - Lukens Tree Preservation LLC: \$2,183, includes the complete removal of the two trees, including the stumps.
  - Capitol Tree Experts, LLC: \$3,063, includes complete removal of the two trees, including the stumps, as well as special treatment to really kill off invasive tree roots.
  - Barefoot Lawn: \$180, includes cutting back and hauling away dead and broken limbs from one tree.
- Kim asked for a discussion on how we should move forward
  - Full removal of the trees is not feasible at this time due to cost constraints.
  - Fran, Kim and Suresh will discuss more options with Barefoot Lawn. Matt Stevens will be invited to the meeting.
- **Action Item: Fran, Kim and Suresh meet with Barefoot Lawn and Matt Stevens, and make a decision on what to do with the trees this summer.**

-Summer Newsletter

- Sarah/Suresh will put together newsletter using previous newsletters as an example. These minutes will help provide some talking points.
- **Action Item: Sarah/Suresh put together newsletter and distribute.**

-CC&R Violation Letter

- It has been brought to the attention of the Board that Lot 77 currently has chickens and roosters. This is not allowed per our CC&R's as well as City code.

- **Action Item: Becky write and mail out letter to property owner asking them to remove the chickens from their property.**

-Next Meeting

- The next meeting will be in December (at the latest) to prepare for 2021 Annual Meeting
- Discuss reality of raising dues

Respectively submitted,

Becky Conn, Secretary

Attached:

Updated 'Greenfield HOA Tree Plan'

Current Revenues & Expenditures spreadsheet

Current Profit & Loss Budget vs. Actual spreadsheet

GREEMFIELD HOA TREE PLAN

Tree #	Lot #	Customer	Address	Sidewalk/Comments	Priority
3,4,48 & 49	1	Han, Harry	3602 22nd Ave SE	Tree # 3,4Below 1" #48 above1"	3,4 YELLOW, 48 PINK
5	2	Lee, James	3614 22nd Ave SE		GREEN
6	3	Bhagavan, Suresh	3620 22nd Ave SE		YELLOW
7	4	Haynes, Michael	3626 22nd Ave SE	Tree #7 leaning	GREEN
8	5	Holstrem, Jasen	3632 22nd Ave SE	Tree #8 leaning	GREEN
9	6	Powell, Charles	3704 22nd Ave SE	Tree replaced	REPLACED
	7	Tran, Kenny T	3710 22nd Ave		NONE
	8	Zhang, Bailu	3713 22nd Ave SE		NONE
10	9	Seguin, Janis	3705 22nd Ave SE		GREEN
11, 12, 13 & 14	10	Huys, Jean-Paul	3635 22nd Ave SE	owner removed trees,will repair sidewalks, will replace trees	NONE
	11	Veley, Sean	3631 22nd Ave SE		NONE
	12	Guo, Xin	3627 22nd Ave SE		NONE
	13	Frazier. Frances	3623 22nd Ave SE		NONE
	14	Cockrell, Brian	3619 22nd Ave SE		NONE
	15	Feldhausen, Mark	3615 22nd Ave SE		NONE
15, 16& 17	16	Choi, Ming Chi	3611 22nd Ave SE	Tree #s15, 16, 1", #17, 2"	15,16 YELLOW,17 PINK
18,19,20 & 47	17	Jimerson, Robert	2202 Greenfield St SE	Tree #s18,19,20 1", #47 2"	18 yel, 19, 20 pink, 47 PINK
46	18	Andrew, Jason	2208 Greenfield SE	Sidewalk 1 1/5" Stumps remain	DONE
44	19	Peters, Kyle	2214 Greenfield St SE		YELLOW
42,43	20	Blevens, Glenn	2220 Greenfield St. SE		DONE
40,41	21	Harpel, Joel	2226 Greenfield St SE	#41 sidewalk 1", stumps remain	DONE
38,39	22	Niles, Matthew	2232 Greenfield St Se		GREEN
33,34,35,36,37		HOA	GREENFIELD CUL D SAC		GREEN
32	23	Miller, Kurt	2337 Greenfield SE		GREEN
31	24	Erdmann, Chance	2331 Greenfield Ct SE		GREEN
	25	Clark, Terry	2325 Greenfield SE		DONE

GREEMFIELD HOA TREE PLAN

	26	Clauson, Ken	2319 Greenfield St SE		<b>DONE</b>
30	27	Erikson-Muldrew, J	2313 Greenfield St SE		<b>GREEN</b>
	28	Borgaard, Mark	2307 Greenfield St. SE		<b>DONE</b>
	29	Gibbons, Mary	2301 Greenfield St SE	sidewalk repaired	<b>DONE</b>
29,28	30	Bascou, Liane	2233 Greenfield St. SE	sidewalk repaired,owner request no tree replaced	<b>DONE</b>
27	31	Chestnut, Frank	2227 Greenfield St SE	sidewalk repaired,owner request no tree replaced	<b>DONE</b>
26	32	Taylor, Kathryn	2221 Greenfield SE	Tree #26 2 1/5"	<b>PINK</b>
25	33	Juergens, Christopher	2215 Greenfield SE		<b>DONE</b>
23	34	Kim, Samuel	2209 Greenfield St SE		<b>PINK</b>
1 & 21 , 22	35	Erwin, John R	2203 Greenfield SE	Tree #21 3", #22 1"	<b>1 GREEN,21 YELLOW</b>
2,74	36	Spry, Lydell	2119 Greenfield St SE	Owner removed/replaced trees	<b>DONE</b>
73	37	Seaborg, Joanne B	2113 Greenfield St SE		<b>GREEN</b>
72	38	Madill,Sheryl	2107 Greenfield SE	2"	<b>YELLOW</b>
49,50		HOA		Tree #49 1"	<b>49 PINK,50 GREEN</b>
	39	Lewis, Christopher	2101 Greenfield St SE		<b>DONE</b>
71	40	Le, Dai C	2031 Greenfield St SE		<b>DONE</b>
69,70	41	Hull, Richard	2025 Greenfield SE	Tree #69 1"	<b>YELLOW</b>
68	42	Sackmann, Brandon	2019 Greenfield St SE	Tree #68 3" sidewalk	<b>PINK</b>
67	43	Hosford, Brian	2013 Greenfield St SE	Tree #67 1"	<b>YELLOW</b>
66, 65	44	Buck, Joseph	2007 Greenfield St SE	Tree#65 1"	<b>YELLOW</b>
64	45	Swilley, Randy	2001 Greenfield St SE	Tree #64 1"	<b>YELLOW</b>
63	46	Aries, James W	1925 Greenfield St. SE		<b>YELLOW</b>
62	47	Hager, Patrick	1919 Greenfield St SE	Tree #62 1"	<b>PINK</b>
61	48	Weber, Walter	1913 Greenfield St SE	sidewalk repaired/tree replaced	<b>DONE</b>
	49	Mansfield, Fletcher	1907 Greenfield St SE		
100	50	Curtis, Cinda K	3602 Nissing Way SE	Sidewalk raised in middle	<b>DONE</b>
98,99	51	Choi	3608 Nissing Way SE	Tree#98 1" #99 gone	<b>98,99 PINK</b>
96,97	52	Villegas, Gerarado	3618 Nissing Way SE	Tree #96 1" #97 3"	<b>96,97 PINK</b>
	53	Burton, James	3624 Nissing Way SE	owner repaired sidewalk	<b>DONE</b>
92,93,94,95	54	O'Neill, Richard	3630 Nissing Way SE	Tree #92 1" #94, 95 2"	<b>YELLOW</b>
91	55	Brody, Jane	1908 Kyle St SE	tree moved, sidewalk repaired	<b>DONE</b>
89,90	56	Shizheng, Wu	1914 Kyle St SE	2" sidewalk	<b>PINK</b>

GREEMFIELD HOA TREE PLAN

88	57	Johnson, Eric	1920 Kyle St SE	1" sidealk	YELLOW
87	58	Green, Oscar	2002 Kyle St SE		GREEN
86	59	Patchen, Bruce	2008 Kyle Way SE		GREEN
83,84,85	60	Tanaka, Bruce W	2014 Kyle SE		83, 85 GRE,84 YEL
82	61	Ruiz, Sue	3715 Joshua Way SE		YELLOW
81	62	Phan, Hung	3707 Joshua Way SE		YELLOW
	63	Ackermann, Rebekah	3701 Joshua Way SE		YELLOW
79, 80	64	Stevens, Matt	3627 Joshua Way SE	Trees #79,80 1"	YELLOW
	65	Stanley, John	3623 Joshua Way SE		DONE
78	66	Donatelle, Ben	3619 Joshua Way SE	Trees removed, sidewalk needs repair	DONE
51	67	Wild, David	2030 Greenfield St SE	Tree #51 2"	PINK
52,75,76,77	68	Ramey, Robert	2024 Greenfield St SE	Trees removed, sidewalk needs repair	DONE
53,54.55.56,118	69	Darling, Randy	3602 Joshua Way SE	Trees removed, sidewalk needs repair	DONE
116,117	70	Willoughby, Sara	3608 Joshua Way SE	Trees removed, sidewalk needs repair	DONE
114,115	71	Le, Hanh	3620 Joshua Way SE	Trees removed, sidewalk needs repair	DONE
112,113	72	Yates, Laura	3626 Joshua ST SE	Trees #112,113 4"	PINK
108,109,110,111	73	Icenogle, Ronald	3630 Joshua Way SE	Tree #112 4"Tree#111 1" Trees #108,108,110 3"	108,109 PINK
104,105,106,107	74	Youngston, Jeff	3631 Nissing Way SE	Tree#104 gone, #s 105, 106 107 1"	DONE
	75	McMahon, Michael	3623 Nissing Way SE	Trees removed, sidewalk needs repair	DONE
	76	Carlile, Tim	3617 Nissing Way SE	Trees removed, sidewalk needs repair	DONE
102,103	77	Denman, Jeffrey	3609 Nissing Way SE	Tree#102 2" #103 1"	DONE
56,57,58,101	78	Conn, Christopher	3603 Nissing Way SE	Trees removed, sidewalk needs repair	DONE

GREEMFIELD HOA TREE PLAN

SUF Report	As of 6/3/2020 DONE	Trees removed	
9 High Priority	PINK	Sidewalk Over 2"	16
23 Medium Priority	GREEN	Sidewalk Over 1"	14
47 Low Priority	YELLOW	Sidewalk Less than 1"	24
No trees	NONE		93

**GREENFIELD HOMEOWNERS ASSOCIATION REVENUES & EXPENDITURES 2020**

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Fiscal year totals
					Revenue								
DUES, FINES PAID	14798.00	3944.92	700.00		912.79								20355.71
INTEREST	3.83	7.42	3.84	2.89	2.14								20.12
FINES & LATE FEES					199.14								199.14
													0.00
Total Revenue	14801.83	3952.34	703.84	2.89	1114.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20574.97
													0.00
ELECTRICITY	10.69	10.69	10.69	10.69	10.69								53.45
INSURANCE			1738.00										1738.00
IRRIGATION MAINTENANCE													0.00
LANDSCAPING MAINTENANCE	846.53	871.94	871.94	871.94	872.73								4335.08
MISC. EXPENSE													0.00
NEIGHBORHOOD IMP.			7623.68										7623.68
OFFICE SUPPLIES													0.00
LEGAL FEES													0.00
POSTAGE													0.00
PRINTING/COPIES	23.72												23.72
TAXES/LICENSE/FEES													0.00
WATER		31.35	29.10		29.10								89.55
WEBSITE													0.00
Total Expenses	880.94	913.98	10273.41	882.63	912.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13863.48
Net Revenue(revenue less expenses)	13920.89	3038.36	-9569.57	-879.74	201.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6711.49
													0
					Account Balances								
LEGAL FEES ASSESSED					11217.02								
LEGAL FEES ASSESSED PAID					10637.86								
MONEY MARKET	10,018.19	10,025.61	10029.45	10032.34	10034.38								
CHECKING	19,831.20	24,762.14	15638.53	14756.1	14756.37								0
ACCOUNTS RECEIVABLES	9,662.02	5,357.02	4807.02	4507.02	3459.69								
PREPAID POSTAGE	17.60	17.60	17.60	17.60	14.30								
Total of Accounts	39,529.01	40,162.37	30,492.60	29,313.06	28,264.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

ACCOUNTS RECEIVABLES

Robert Jimerson	1289.22
Susanna Leopard	1666.78
Bruce Tanaka	<u>395.20</u>
Total	<b>3351.20</b>

**GREENFIELD HOME OWNERS ASSOCIATION**

**Profit & Loss Budget vs. Actual**

January through May 2020  
 GREENFIELD HOA 2020 BUDGET VS ACTUAL

	Jan - May 20 Actual	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4000 · Membership Dues	20,355.71	23,400.00	-3,044.29	86.99%
4100 · Interest Income	20.12	20.12	0.00	100.0%
4101 · Fines & Late Fees	199.14	307.11	-107.97	64.84%
4310 · Postage				
<b>Total Income</b>	<b>20,574.97</b>	<b>23,727.23</b>	<b>-3,152.26</b>	<b>86.72%</b>
<b>Expense</b>				
5210 · Electricity	53.45	53.45	0.00	100.0%
5220 · Insurance	1,738.00	1,551.00	187.00	112.06%
5225 · Irrigation Maintenance	0.00	187.50	-187.50	0.0%
5230 · Landscape Maintenance	4,335.08	4,335.08	0.00	100.0%
5235 · Legal fees expense	0.00	0.00	0.00	0.0%
5260 · Neighborhood Improvements	7,623.68	7,500.00	123.68	101.65%
5300 · Postage/Stamps	0.00	6.00	-6.00	0.0%
5310 · Printing/Copies	23.72	55.07	-31.35	43.07%
5330 · Water	89.55	58.20	31.35	153.87%
5340 · Website	0.00	132.00	-132.00	0.0%
<b>Total Expense</b>	<b>13,863.48</b>	<b>13,878.30</b>	<b>-14.82</b>	<b>99.89%</b>
<b>Net Income</b>	<b>6,711.49</b>	<b>9,848.93</b>	<b>-3,137.44</b>	<b>68.14%</b>