

**Fairwood Village Association Board of Directors Meeting Minutes**  
**5:00 PM Thursday, March 10, 2022**  
**Bay Club Boardroom**

1. **Call to Order:** 5:02 PM by Mike Raymond, President
2. **Roll Call:**
  - a. Board of Directors: Mike Raymond - President, Charlie Mayfield - Treasurer, Elaine Raymond - Secretary
  - b. Members: Rob Hamilton.
  - c. Quorum established.
3. **Open Forum:** No resident comments.
4. **Approval of Agenda:** The agenda as amended was approved.
5. **Approval of Last Meeting's Minutes:** The February 17, 2022 FVA Board of Directors Meeting Minutes were reviewed and approved.
6. **Treasurer's Report:** Charlie Mayfield, Treasurer has been granted access to the accounts at Sound Community Bank.
7. **Committee Reports:**
  - a. Landscape Maintenance Committee: See attached report.
  - b. Architectural Committee: See attached report.
8. **Old Business:** FVA Board is continuing to encourage residents to participate by becoming a Board Director.
9. **New Business**
  - a. Fairwood Village Rules. The FVA Board recognizes that additional rules need to be put in place to ensure homeowners are treated fairly and to promote neighborhood harmony. See attached proposal.
  - b. Adoption of Dues Rate and Proposed 2022 Budget. Charlie Mayfield presented 3 scenarios for the proposed 2022 Budget. After review and discussion, a proposed 2022 Budget was agreed upon for approval at the next Membership Meeting.

- c. Planning for April 21, 2022 Membership Meeting. Membership Meeting materials must be sent by mail to all homeowners at least 30 days prior to the meeting. The goal is to send out materials by Wednesday, March 16th.

**10. Adjourn:** The meeting was adjourned at 6:44 PM.

**11. Next meeting: Thursday, April 21, 2022, Bay Club, 10AM. Note: This is a Membership Meeting.**

**Attachments:**

1. Landscape Maintenance Report
2. Architectural Review Report
3. Proposed Fairwood Village Rules

**Submitted by Elaine Raymond, Secretary**

## Fairwood Village Association - March 2022 Landscape Maintenance Report

1. The backflow assembly inspection has been completed. It was completed by DC Backflow Services of Carlsborg, WA. It was coordinated by our contracted landscape maintenance service, RG Lawn Maintenance.
2. If you would like to have your lawn and gardens maintained, please contact Robert Gomez with RG Lawn Maintenance.
3. Common area mowing has started by our contracted landscape maintenance service.
4. Olympic Water and Sewer is being contacted for information regarding the rehabilitation of the slope below Par Four Court homes. The Fairwood Village board will regularly inspect the affected area for progress and further management.
5. Lawn watering - Residents are cautioned to manage their lawn watering and sprinkler systems carefully. Saturating lawn areas close to slopes can cause destabilization of the slope by adding significant weight to the crest area. Any damage to common area slopes due to overwatering will be repaired, and the cost will be charged against the homeowner responsible for the damage.
6. Common area maintenance - The Fairwood Board has received several ideas regarding the modification of common area maintenance efforts. Mowing, string trimming, watering, and moss removal are significant costs of common area maintenance. Suggestions to reduce mowing and string trimming have been made. The possible modification and replacement of some vegetation has been suggested. The Fairwood Board will continue to collect and assess ideas to use our common area maintenance budget economically and effectively.

## Fairwood Village Association - March 2022 Architectural Review Report

1. Debbie Reandeau, 24 Par Four Court, contacted the board regarding the trimming of the tree in front of her home and next to her driveway. She was told that a landscape modification permit was not needed for trimming. The tree was an installation of the original developer, and that the tree was not the focus of a view maintenance issue. A permit would need to be approved if the tree was to be removed.
2. Brian Diehl, of Coldwell Banker Real Estate, contacted FVA to provide information regarding the lot boundary issue between Fairwood Village common area (Tract A), Lot 7 (Durham), and Lot 8 (Stevens). Title companies are investigating the surveys and plat maps to determine a resolution to areas in question. This has become an issue resulting from the pending sale of the Durham's home.
3. A survey was conducted by American Land Science, of Port Hadlock, in July of 2021. The surveyor entered the common area of Fairwood Village Association without permission or authorization to conduct work. Dogleg Lane and Par Four Court are private roads, not public. WA state laws state that surveys can be done on private land if all the affected owners agree to such a survey in writing. Otherwise, a court order is required to address disputes regarding private property through the use of a land survey.
4. A letter will be sent to American Land Science regarding their encroachment onto Fairwood Village common area without permission.
5. No ARC applications have been submitted to be considered at this meeting of the board. Residents are reminded and encouraged to work with Mike Raymond and Ken Sondergard to complete landscape modification or building modification applications.

## Proposed Fairwood Village Rules

1. Building, Construction, and Landscape Modifications may not start on any lot or part of Fairwood Village unless the following conditions are met:
  - a. An Architectural Review Committee application must be submitted to the Fairwood Village Board for review and appropriate recommendation.
  - b. All information required on the application must be completed.
  - c. All applications must be reviewed by all affected neighbors before submission to the Fairwood Village Board.
  - d. The Fairwood Village Board will forward to South Bay ARC for approval after review.
  - e. Consequences for starting project work prior to approval:
    - i. 1st Offense - Warning letter sent to homeowner
    - ii. 2nd Offense - \$100 fine
    - iii. 3rd or More Offense - \$250 fine for each occurrence
2. Surveys - No survey shall take place in Fairwood Village unless all the affected lot owners and the Fairwood Village Board agrees in writing to the proposed survey. If there is agreement between all the affected parties, Fairwood Village Board will provide authorization for the surveyor to conduct the survey.
3. Fairwood Resident Information Privacy Policy - All resident identifying and contact information shall remain confidential. The Fairwood Village Board will send email by using 'blind carbon copy' only. Block Captains and committees charged by the board must also adhere to this policy.
4. Meeting Protocols - Robert's Rules of Order shall be used for all Fairwood Village board and membership meetings.