

Greenfield HOA Board Meeting

Meeting Minutes

May 20, 2024

Officers Present: Kim Abbey, President
Suresh Bhagavan, V. President
Chris Conn, Secretary
Michael Haynes, Treasurer
Carrie Andrew, Member at Large

Agenda:

1. General talk about progress of Trees - what species, where to plant, and reimbursements.
2. General talk about the sidewalk contractor, etc.
3. Summer Newsletter
4. Treasurer's report

Minutes:

- Sidewalk Replacement
 - o Discussion on status. Noted issues with sidewalk on corner of Greenfield St and Joshua Way.
 - o Common areas were completed and appear satisfactory.
 - o Supreme Construction and Concrete were responsible for latest round of sidewalk replacements.
- Tree Project
 - o City of Olympia is requiring one-for-one tree planting prior to approval of further removals and continuation of project. 66 trees required to be planted prior to future tree removals being approved by City.
 - o Updated Arborist Report was commissioned. Report listed possible alternative trees and planting locations based on current status of tree project and condition of sidewalks in neighborhood.
 - New tree species options were presented based on City's approved tree list.
 - Concern over inclusion of many trees in retention pond area. Not certain how watering and care can be completed there.

- Prior status of one tree per house street front is in question. Final plan still to be determined.
 - Near-term focus of project will be plantings, with preference toward maximum number of trees within allotted budget and minimal cost per tree – keeping community preference from prior survey in mind.
 - Current plan: 26 trees purchased and planted in Fall 2024 at projected cost of \$550/tree (+ tax) [per estimate provided by Lukens Tree Preservation LLC]. Estimated cost \$15,658.50.
 - **Motion to select Part B of Greenfield community for 2024 Fall plantings**
 - **Vote: 5-0 in favor.**
 - Board determined 2024 plantings will be in Part B of Greenfield due to majority of sidewalk and tree removals being complete.
 - Kim and Carrie to walk neighborhood to finalize planting locations for 2024 plantings and send results to Board via email.
 - Board satisfied with Lukens bid. Kim to request updated pricing per new species suggested in updated Arborist Report and ask for deadline for Fall plantings to proceed in 2024.
 - Notice to be provided directly to homeowners where trees will be planted in front of their properties. Remaining plantings and long-term plan to be reiterated at annual meeting and future newsletters. Affected homeowner notice of plantings will occur prior to all future plantings as well.
- Budget/Treasurer's Report and Discussion
- Michael presented current budget and account status.
 - Upcoming scheduled expenses include Barefoot Lawn landscape maintenance and water/sewer bill.
 - Common area sidewalk replacement and updated Arborist Report were new expenses paid.
 - Two homeowner HOA dues outstanding, one partially paid.
 - Budget for tree project in 2024: Approx. \$16,000.
 - Emergency Fund to be kept at minimum \$10,000, assuming unpaid dues are collected or liens placed as required.
 - Chris asked that Wix (website hosting) bill be directed to Greenfield HOA or by credit card from community directly. Chris to follow up with Wix to see if invoice and Bill Pay billing is possible.

- Landscaping Discussion
 - o Kim to ask Barefoot Lawn if upcoming pruning of common areas can include removal of dead Arborvitae shrubs
- Gazebo Removal
 - o Michael confirmed that volunteer homeowners will remove the gazebo this Summer.
 - o No permit is required for removal per discussions with City and review of City code.
 - o Michael to send notice to City of Olympia prior to removal to confirm that no permit is required for the removal.
- Summer Newsletter Discussion
 - o Proposed topics of newsletter discussed.
 - Tree project status and discussion
 - Current and future HOA Board openings
 - Reminder to turn-in homeowner dues

Actions and Follow-Up After Meeting:

1. Updated tree cost and timing from Lukens Tree Preservation (Kim).
2. Review of priority tree planting locations conducted (Kim and Carrie).
3. Notice to be provided to affected homeowners after tree planting locations and timing determined (Kim, Chris, Carrie, Suresh).
4. Request to Barefoot Lawn to remove Arborvitae as part of their semi-annual pruning (Kim).
5. Prior to removal of Gazebo, notice to be provided to City confirming prior understanding that no permit is required (Michael).
6. Investigate if Wix (website) bills can be sent direct to HOA (Chris).

Respectfully submitted,

Chris Conn, Secretary