



## Glen Acres Owners' Association Meeting Minutes

**Meeting Date:** October 13<sup>th</sup>, 2018 @ 10:30 AM / **Location:** Haggens Grocery Eatery

**Period Dates:** July -October 12th, 2018

**Meeting Called to Order @** 1030 AM

**Roll Call / Attendees:** Patricia P., Loren F., Suzanne F. & Travis-President

**Notice of Meeting:** Posted to Website & Noted at July's Meeting

**Next Meeting Date on Saturday:** January 5<sup>th</sup>, 2019 @10:30 AM / Annual Meeting: Budget & Elections

**2019 Meeting Schedule:** Posted to Neighborhood Website

**Review of Preceding Meeting Minutes:** June 14<sup>th</sup>, 2018-waived review. All in favor. Posted to website

**Review of Agenda:** July-October 12, 2018-Read by Travis Approved by all

**Review of Budget:** July-October 12<sup>th</sup> 2018-waived review. All in favor  
2019 Proposed Budget-Read by: Travis. Approved by All. Posted to website

### **Board Officers Reports:**

#### **President Report**

- **Fall Maintenance Schedule**-New mulch has been installed on 83rd Ave & parks, replacement of dead landscape, clearing of the pathways of our trail systems, leveling out the pathway to the Park on 3<sup>rd</sup>/83 rd. More to be scheduled in 2019, after dues are collected.
- **Parking Enforcement Policy to Tow / Impound**- Effective as of 9/18/18. Kind Reminder: RV's, trailers, campers, motorcycles, and boats are prohibited to be parked on streets, yards, lots and / or driveways at any time. Exception- inside garages.
- **New Enforcement Policy for Repeat Violations**-if the same violation is committed more than once, within a two-year time-frame, increased fines will accrue. \*Notice and effective date will be mailed to all homeowners and posted to our website.
- **Annual Landscaping Contract**-Revised starting November 1<sup>st</sup> to Bi-weekly service.
- **Retention Pond Maintenance**- All 5 ponds completed. Ponds 2,3,5 completed @ \$6700 in September. Regular maintenance is scheduled every three years & estimated @ \$11k for all 5 ponds. Ponds 1 & 4 were completed in 2017.
- **Play Ground Structure Inspections**-Inspector Scheduled for next week. Inspection & report is \$600 & annual future inspection will be approximately \$400.
- **Adult supervision** is recommended at our neighborhood parks / playgrounds, basketball courts, trails, and all common areas. Please notify the HOA Board immediately if you see any maintenance needed.
- **Neighborhood Park & Trail System Signage**-15 signs ordered. Common areas are **CLOSED** Dusk- Dawn. The HOA Board will start to install signage once delivered. Volunteers needed.

## Neighborhood Reminders:

- **Garbage, Yard Waste and Recycle Containers**-Please do not store in front of garages, front yard areas and /or in view of roadways or buildings and must be removed from curb on collection day. Fines is: \$10 per day, per container.
- **Pruning of Street Tree in front of homes, Landscaping in Sidewalk Planter Strips & Fallen Leaves**- This is a SHARED homeowner to homeowner responsibility. Please share this seasonal task with your neighbor who is nearest to these areas. Please remove fallen leaves, mow, weed, edge grass and prune low branches away from sidewalks & streets, to maintain safe driving and sidewalk navigation. Please remove fallen leaves to maintain proper street drainage as well. Fines of \$10 per day will be assessed for non-compliance. Thank you in advance for your participation in keeping our neighborhood maintained.
- **Leaning and /or fallen Trees**-Please notify the HOA Board immediately, if you see any leaning and/or fallen trees anywhere within our neighborhood. Thank you.

## Vice President Report- Vacancy

### Treasurer Report

- **2018 Dues Paid:** 94 % <\$3k (12 homeowners)
- **Delinquent Dues Prior years:** <\$11k (10 homeowner)
- **Delinquent Total:** <\$14k (13 total delinquent all years)
- **2019 Annual Assessments**- Due January 1<sup>st</sup> and Late January 16<sup>th</sup>. Invoices will be emailed out by November. Please check your junk / spam folders for your invoices. As a courtesy, please send us an email response that you have received your emailed invoice. Thank you in advance.
- 2019 proposed dues are \$220.50.
- All delinquent HOA accounts-forwarded to Attorney for collection & Property Liens recorded.
- Delinquent homeowners- Please respond to our Attorneys Notices to avoid additional fines and / or legal fees. Payment Plans are available through our Attorney.

## Quarterly Expenses:

- Annual Common Area Insurance paid for 2019 (increased annually \$700+)
- 2018 Detention Ponds Completed \$6700
- 2019 Annual PO BOX fee paid \$112
- 2018 Fall maintenance w/landscaper scheduled \$3890
- 2018 Annual Playground Inspection scheduled \$600

## Secretary Report

- Quarterly Violations: RV & boat parking violations, storage of garbage, yard and recycle containers. \*Thank you to all the homeowners who responded & complied immediately! Your pride in home ownership is much appreciated by all!

## Neighborhood Committees Reports:

### Events & Club Coordinators-Vacancy

### Park & Common Area Ambassadors-Vacancy

### Clean-up & Shine-up Team Players -Vacancy

### **Elections:** Saturday January 5<sup>th</sup>, 2019 Annual HOA Meeting

Please email the HOA Board if you are interested in volunteering on the Board. All positions require 5 days a week part-time commitment, daily communication with the HOA president, background checks, professional & personal references, current on HOA dues, no recent neighborhood violations, computer & Microsoft Office savvy, require a majority vote and mandatory attendance at all HOA meetings. For a detailed list of Board responsibilities and position requirements email us at: [glenacres1@hotmail.com](mailto:glenacres1@hotmail.com)

- Vice-President-2019 open for a 3-year term commitment.
- Treasurer-2019 open for a 3-year term commitment. \*Interim Treasurer interested
- Secretary-2020 open for 3-year term commitment.
- President-2021 open for 3-year commitment.

## Open Neighborhood Volunteer Positions:

- Events & Club Coordinators
- Park & Common Area Ambassadors
- Clean-up & Shine-up Team Players
- Volunteers for any project of interest

### **Unfinished Business:**

- **Volunteers Needed**-Cleaning of our neighborhood white vinyl fencing & Mailbox Kiosks. Please let the Board know if we may use your hose bib / water to rinse off our white neighborhood fencing and/or mailbox kiosks near your home. Thank you!
- **Volunteers Needed #2-Debris on Power Line Trail & Trail System**- The HOA Board has personally removed several truckloads of debris from this area. We are looking for volunteers to help us bag up the remainder debris so we can take the rest to the dump. Please volunteer to help keep our neighborhood litter free! Thank you.
- **Park on 3rd Fencing Quote**-Pending Playground Inspection report & recommendations.
- **HOA Board Candidate Requirements & Voting Ballots**-Pending HOA Boards final revisions.
- **Proposal to add Entry Signage as "Evergreen Estates"**-Projected to do in 2019 after dues are collected. Our goal is to replace our two missing entry signs and propose to add additional locations? Location suggestions welcome.
- **Sidewalk Repairs / Maintenance**-The HOA Board to following-up with the City of Lake Stevens for a tentative schedule for repairs. \* Please feel free to notify the City directly regarding any sidewalk / roadway repairs.

### **New Business:**

The HOA Board Proposal: to sell and / or donate to the City, the power-lines property between the 1<sup>st</sup> Street Park trail and our Division 4 neighborhood Park off 91st. This is a vast area that has been a financial burden to the Association to keep maintained, free of debris and free homeless occupants. The HOA Board is asking for your vote on this matter.

**Meeting Adjourned @ 11:14 AM-All in favor.**