

# April HOA Meeting Minutes

HOA Board of Directors • Heleena Hills

## Agenda

Thursday 4/21/2011

Beginning 7:30 P.M.

### I. Meeting Called To Order

7:30pm

### II. Roll Call

#### Board of Directors

President Richard Schoentrup (*term ends April 2011*)

Present

Absent

Vice President/Treasurer Jayne Winterrowd-Davis(*term ends April 2011*)

Present

Absent

Secretary Matt Santori (*term ends April 2011*)

Present

Absent

Property Manager Tiffani Wiley

Present

Absent

#### Association Members

Sarah Hamilton

John Davis

Matthew Sajec

Steve Apodaca

Victor Gajenski

Jeff Grant

### III. Verify Quorum of HOA Board (*two board members needed to conduct business*)

Quorum Present

Quorum Not Present

### IV. Approval of Last Meeting's Minutes

Last Meeting Minutes Approved

Last Meeting Minutes Not Approved

### V. Officers Reports.

I. President's Report.

a. Things to follow up with were the fence off of 12<sup>th</sup> St. NE – Rick didn't have time to contact city regarding this, he will follow up this month.

## II. Vice-President/Treasurer's Report.

a. Jayne mentioned that the five properties we offered to receive payments on for delinquencies did not respond and recommends proceeding with intent to lien. Properties are lot numbers 23, 38, 59, 68, 91.

b. Jayne revamped the violation spreadsheet for ease of use, and will make corrections as needed.

## III. Secretary's Report.

a. Secretary has nothing to report at this time.

## IV. Property Management Report.

a. Homeowner with the last name Tagent had renters that left trash on the street, and homeowner contacted Tiffani to advise that this has been fixed. Tiffani did not have lot number.

b. Tiffani has received some unofficial reports from homeowners saying that they were notified of garbage can noncompliance, and were only in violation because there cans were out a day longer than necessary.

c. Homeowner said a possibly vacant house on 9<sup>th</sup> Pl. NE needed attention. He was concerned about the yard, etc.

d. Several of the other misc. garbage can violations have been rectified.

## VI. Committee Reports

### Architecture Code Committee

a. Sarah Hamilton did not do a walk-through this month per the board's request due to last month's notices going out late, giving little time for homeowners to respond.

## VII. Old Business

a. Lot 38 business from last meeting has been addressed.

b. Rick motions that we table the gravel/mailbox issue one more month. Motion carried.

## VIII. New Business

a. Retention Pond – Jeff Grant volunteered previously to contact a third party to remove saplings from retention pond. The third party declined to remove the saplings. Jeff's recommendation was to take the removed trees in the retention pond and put them on the backside to avoid labor charges to haul off. Rick advised that we wait until the water evaporates before we proceed with assessing what needs to be done to remove the saplings. Jeff wants approval to begin this project. Rick made a motion to proceed removing the saplings, the motion carried. Rick gave the key to the gate to Jeff.

b. Jayne needs to talk to Sarah regarding the new layout of the violation spreadsheet and where to enter new violations.

c. Jayne will prepare the violation list for conversion to PDF to be posted on googledocs with a link on the Heleena Hills blog on a monthly basis.

## IX. Homeowner Comment Period

- a. Matthew Sajec would like a copy of the lot number map showing where the retention pond is.  
Rick sent an e-mail to Tiffani to forward to Matthew Sajec.
- b. Steve Apodaca wants to start discussing a beautification program for the development on 10<sup>th</sup> St. NE bordering the new development west of Heleena Hills and tract 937.
- c. Matthew Sajec would like to have the mailboxes on the west side of Lundeen addressed too.
- d. Matthew Sajec would like to see attention given to the sidewalks.
- e. Matthew Sajec asked if it has been considered to fill in the retention areas and pave over to provide more parking.
- f. Sarah Hamilton advised that if there are city violations, a form can be filled out at the Lake Stevens website.
- g. Jeff Grant asked if there were a percentage of houses in the development that can be rentals as specified in the CC&R's or Rules and Regulations. Rick responded that it is not specified but we will look into changing the R&R's to specify.

**X. Next Board Meeting**

5/24/2011

6:30pm

Chapel Hill Fire Station 82

Conference Room

9811 Chapel Hill Rd.

**XI. Adjournment**

8:24pm

**Future Projects**