

HOA Meeting Minutes August 2011

HOA Board of Directors • Heleena Hills

Agenda

Tuesday 8/30/2011
Beginning 6:30 P.M.

I. Meeting Called To Order

6:36pm

II. Roll Call

Board of Directors

President Richard Schoentrup (*term ends April 2012*)

Present (arrived at 7:05pm)

Absent

Vice President/Treasurer Jayne Winterrowd-Davis(*term ends April 2012*)

Present

Absent

Secretary Matt Santori (*term ends April 2012*)

Present

Absent

Property Manager Tiffani Wiley

Present

Absent per the board's request

Association Members

Shawna Weber

Sarah Hamilton

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. Rick contacted Bill with selective tree removal, they talked about current bid to finish retention pond. 6 people at \$20/hour \$720 approx. for labor. \$500 for use of chipper, plus taxes around \$1250. A vote was taken by the board to put off having this work done until the next budget

year.

- b. Rick will continue to work on whether parking on the private drives is an issue by contacting the Lake Stevens Compliance Officer.
- c. Rick will look into getting a lawyer on retainer for addressing lot 16 issues.

II. Vice-President/Treasurer's Report.

- a. Last month Jayne was to contact Tiffani re: lot 90. A potential homeowner contacted Tiffani and requested info on the possible illegal addition and the removal of the fence in the front that is in violation. At this point nothing has been reported back to the board regarding purchase of the property. Jayne advised that we are still in contact with the bank to work on these issues.
- b. The fence repairs on the east side of Lundeen on 12th St. NE have been completed. Marvin will be submitting the invoice to Windermere.

III. Secretary's Report.

- a. Matt did research on the parking issue, and could not find anything in the City of Lake Stevens Municipal Code and the Revised Code of Washington State preventing homeowners from parking in the cul-de-sacs (private streets).

In the CC&R's, Article I, Section 3, defines the private streets of the association as common areas.

Article VI Section 1, sub-section (f) states: That portion of the Common Area and the area directly in front of each lot and adjacent sidewalk, as delineated on the plat of Heleena Hills, is reserved for the exclusive use by the adjacent Lot Owner, their families, guests, tenants, and invitees.

IV. Property Management Report.

- a. Property Manager not present per the board's request.

VI. Committee Reports

Architecture Code Committee

- a. The ACC has submitted their report and it has been reviewed by the Board.

VII. Old Business

- a. The private drive parking is continuing to be discussed.

VIII. New Business

- a. Jayne will follow up with Tiffani on why the landscaping company cut brush on lot 56 without authorization.
- b. Jayne will follow up with Brenda from Windermere on the communication issues we have with Tiffani.
- c. A homeowner notified us of a paint change to their house and requested approval. The homeowner painted before approval was granted. Per the Rules & Regulations, section VIII, Sub-Section D, a sample must be submitted. A color sample was submitted via email, but a physical sample must be submitted.

- d. Rick wants Matt to respond to the Homeowner at lot 32 (Vandy Dodge) from Tiffani's last email stating we have received their email and thank them for addressing the issue.
- e. The ACC chairperson had previously asked that we print business cards so when she was approached during walkthrough she could hand them vital contact info. Jayne suggested we just print info out and attach to clip board.

IX. Homeowner Comment Period

- a. Shawna Weber – She is concerned that the violation for June was responded to in writing by her, stating she had addressed the violation issue, but no correspondence was received from Tiffani Wiley. A second violation was issued, and she needs to know what is in violation.

The board voted and the violation has been waived.

- b. Shawna also wanted noted for the record that she would like to see the board respond to questions regarding specifics related to violations on a case by case basis.
- c. Rick Schoentrup has received a violation and notified the board that he is going to address it.

X. Next Board Meeting

9/27/2011

6:30pm

Chapel Hill Fire Station 82

Conference Room

9811 Chapel Hill Rd.

XI. Adjournment

8:05pm

Future Projects