

## MINUTES of Heleena Hills Homeowners Association

Meeting date: June 20, 2013

**Call to order:** A Board meeting of the Heleena Hills Homeowners Association, was held in 8327 9th Place NE, Lake Stevens, WA on June 20, 2013. The meeting convened at 7:05 PM, President Steven Ewing presiding, and Steven Apodaca, secretary.

**Members in attendance:** Stephen Ewing, President  
Richard Schoentrup, Vice President  
Steven Apodaca, Secretary, Treasurer

**Members not in attendance:** Representative from the Property Management Company

**Approval of minutes:** There weren't any previous Board Meeting Minutes to Approve. There weren't any annual meeting minutes to review at this date.

### **Officers' reports:**

**President:** Stephen is also acting as Head of the Landscape and Architectural Control Committees.

Those reports are below. Steve Ewing has been in contact with Mick, Public Works Director concerning the city building a Roundabout at the corner of 10th Street NE and 84th Drive NE. The City will pay for the labor costs and Heleena Hills will be responsible for roughly \$5,500. This cost is subject to change approval of the project and a more clear study is done. Steve is also concerned that the letters that are going out to the homeowners do not reflect the tone that board wants to convey. On behalf of the Landscape committee, he would like to see a letter go out to homeowners that have done a great job with their yards.

**Vice president:** No Report at this time.

**Secretary:** Steve Apodaca expressed concerns that he has not seen any minutes from the prior Board of Directions and will attempt to retrieve them from the previous Secretary. Also, Steve voice concerns regarding communication between the Board members, the homeowners, and Windemere, the property management company. He wants to implement some changes that he believes will increase communication and participation. He has met with Twila, the Property Manager, from Windemere to discuss these changes.

**Treasurer:** Steven Apodaca expressed concerns that at month end of May, Aged receivables are over \$36,000. Roughly half are do to owed assessments and the other half are late fees and violation fines. He has authorized Windemere to move some frivolous charges to bad debt. He also authorized Windemere to send letters out to homeowners (that do not have liens)that haven't paid their assessments to pay what they owe and I'll waive any and all late fees.

### **Board and committee reports:**

Architectural Control Committee:

**Lot 81** requested to build a Fence and shed on their property. Steve approved the request since the specifications did not violate the governing documents.

**Lot 1** painted their house before they received approval from ACC. After Steve Ewing's review of the house, He motioned that the painted project be approved by the board. **Motion Carried.**

## **Unfinished business:**

No Unfinished Business

## **New business:**

### **Roundabout**

*Motion:* Moved by Stephen Ewing that the Discussion meeting with homeowners concerning the Roundabout be held on July 10, 2013, at 7:00 at the Fire Station. Richard will confirm dates with the Fire Department. **Motion Carried.**

### **Amendment to the Bylaws**

*Motion:* Moved by Steve Apodaca to increase the Board members to "no less than 3, no more than 5" and supporting language. This will increase communication and will increase chances of Board meeting Quorums. Final approval will be made after language of amendment is approved. **Motion Carried.**

### **Hiring Third Party Company to Manage Website**

*Motion:* Moved by Steve Apodaca to have Windemire research website companies--the goal being that the website will always be up to date. It also gives homeowners a direct line to board members if the Property Management Company doesn't respond in a timely manner. **Motion Carried.**

### **Rental Policy**

*Motion:* Moved by Steve Apodaca to have Windemire research the amount of rentals in Heleena Hills and discuss at next month's board meeting the possibility of a Rental Policy. **Motion Carried.**

### **Parking on the Private Roads**

*Motion:* Moved by Stephen Ewing to discuss new amendment to the Rules and Regulations to possibly come up with stronger enforcement (possible towing) when cars are blocking driveways. It will be discussed at next month's board meeting. **Motion Carried.**

## **Announcements:**

The Next Board Meeting will be held on June 24, 2013 at 7:00 PM at the Fire Station. This meeting was scheduled from the previous board.

Monthly Board Meetings for 2013 will be held at the last Monday of every month at 7:00 PM at the Fire Station.

We will hold a **SPECIAL MEETING** for "discussion only" on Wednesday, July 10, 2013 , at the Fire Station. This meeting is for homeowners to discuss the City of Lake Stevens possible installation of the roundabout at the corner of 10th Street NE and 84th Drive NE. The Board of Directors will make a decision based upon the outcome of this meeting.

**Adjournment:**The meeting was adjourned at 8:43 PM, June 20, 2013

Steven Apodaca, Secretary  
Heleena Hills

Approved 6/28/13