

**Heleena Hills Homeowners Association Board of Directors Meeting Minutes September 28th,2015** : A board of directors meeting of the Heleena Hills Homeowners Association was held at Haggens dining area at 8915 Marketplace, Lake Stevens Washington 98258 on September 28,2015. The meeting was convened at 7:03pm with President Stephen Ewing, Treasurer Steven Apodaca and Secretary Carmella Fatty

**Members in Attendance:** Stephen Ewing, President/landscape Committee  
Steven Apodaca, Treasurer  
Carmella Fatty, Secretary  
Brian Bourque, Board member/ACC & Landscape Committee  
Lawly Yonesaica ,ACC & Landscape Committee member

**Member not in attendance:** Jenee Whipple

**Approval of Minutes:** Stephen Ewing motioned to approve the meeting minutes from August 31,2015 meeting. Steven Apodaca seconded the motion to approve the minutes and the meeting minutes for August 31,2015 were approved.

**President's Report:**

Roundabout date has been set as October 18th.

Teri is working on a letter to send out in Spring 2016 to homeowners about painting and home maintenance.

Lot 59 lights were on, homeowners again asked if they see anything not right to call authorities to come check it out.

Stephen Ewing brought it to the board's attention that Teri Johnson of Assurance Property Management's contract is up on October 1,2015. Steven Apodaca motioned to give Teri a raise to \$1100.00 monthly for her services, Stephen Ewing seconded the motion and all board members present agreed that Teri Johnson will receive the raise .

There have been no documented concerns about parking.

**Treasurer's Report:**

Steven Apodaca reports year to date 19.7k in operating account, 5.7 k in Edward Jones account, 26.2k in Reserves account, undeposited amount of \$1,000.00. Year end we are 1100.00 over on budget expenses. 17802.00 made this year.

**Delinquencies:** 7.2k in delinquencies.

Lot 63 board received foreclosure letter.

**Process to collect:** -not paid, board will send out certified mail letter stating obligation to pay

- at \$1,000.00 board will place a lien on the house (cost of \$300.00)
- at \$2,000.00 Teri and Steven Apodaca will go to court(small claims court) to place collection judgement by garnishment from homeowners employer.

**Secretary's Report:** .

Carmella Fatty reports the Port Garner Property management has repaired the fence behind lot 11 and is in process of getting bids for tree maintenance and or removal in green belt separating Heleena Hills and Frontier Heights neighborhood.

**New Business:** During this month of September through email board approved for Stephen Ewing to do work on retention pond on Lundeen Parkway. Steven Apodaca sent email for board to vote on the work being done by Stephen Ewing. Vote were 3 "Yes", "1" absent vote, and 1 abstained to vote. It was approved through votes that Stephen Ewing will do the work, a contract was drawn up and signed. Stephen Ewing will complete the work as stated in the contract for the amount listed in contract.

**Announcements:** Next board meeting will be held **Monday October 26, 2015** at 7pm at the Haggens dining area

**Adjournment:** The September 28th board meeting was adjourned at 7:37pm

