


JULY-SEPTEMBER 2019 BUDGET				
	Budget	Deposited YTD	Balance	Notes
Annual HOA Dues 2019	-42115	39851	-2264	93% PD 2019
			<\$2941.57	Actual w/fees
HOA Dues Delinquencies				
Delinquent HOA Dues 2019			-2941.57	15 delinquent
Delinquent HOA Dues Prior Years			-14631.67	12 delinquent
Total			-17573.24	16 delinquent
	Budget	YTD	Balance	QTR Expenses
Administrative Expenses				
Postage	240	-113	127	
Office Supplies & Misc.	275	-220.7	54.3	
Website Annual Service	120	-119.4	0.6	
Quick-Books Accounting	480	-404	76	131
Board Reimbursement	11300	-5127	6173	1862
Total	12415	-5984.1	6430.9	
Maintenance Expenses				
Landscape Services	10000	-11913	-1913	2551
Retention Pond Maint. Savings	3700		3700	
Parks, Sport Courts & Trail System	2400	-3233	-833	99
Tree Removal Services	3000	-1947.53	1052.47	549
Fence & General Maintenance	1047		1047	
Maintenance Supplies & Misc.	400	-284	116	
Total	20547	-17377.53	3169.47	
Professional / Services Expenses				
Legal Services-Attorney	4500	-2900	1600	
Tax Accounting Services	150	-170	-20	
Property Taxes-Common Areas	0			
Insurance-Common Areas	4250	-4372	-122	4372
PO BOX-Annual Fee	113		113	
Bank Fees / Charges	90	-441	-351	
WA. State Association Registration	50	-10	40	
Total	9153	-7893	1260	Qtr. Exp. 9564
HOA Account Summary				
Expenses Summary	2019 Budget	YTD Expenses	Budget Bal.	
	42115	-31255	10860	
Bank Account Summary	6/30 Bank Bal.	July-Sept Deposit	July-Sept Exp.	9/30 Bank Bal.
	36080	656.51	-9564	27173
Budget Summary	9/30 Bank Bal.	Budget Bal.	Pond Savings	Balance
	27172	10860	3700	12612
Improvement Fund / Reserve				12612



Glen Acres

Glen Acres Owners' Association Board
PO BOX 1393
Snohomish, WA. 98291
glenacreshoa.org | glenacres1@hotmail.com

Glen Acres Owners' Association Meeting Minutes

Meeting Date: Saturday January 5th, 2019 @ 10:30 AM / Location: Haggens Grocery Eatery

Period Dates: January 5th Annual Election Meeting

Meeting Called to Order @ 10:32 am

Roll Call / Attendees: Patricia P., Loren F., Christopher C., Lee M., Mike B., Suzanne F. & Travis Wright

Notice of Meeting: Posted- Website, October's Meeting & Annual Assessments Invoices

Next Meeting Dates: Saturday April 13th, July 13th & October 12th, 2019

Review of Preceding Meeting Minutes: N/a -April's meeting

Review of Budget: 2019 Budget- Posted to website November 2018.

Board Officers Reports:

President Report

- Rondi has an excused medical absence today, due to surgery.

Meeting Today:

- 2019 Budget was approved at October meeting & ratified as of January 1st
- 2019 Board Elections-today
- Vice-President position candidates?
[No Interested Candidates Present]
- Interim Secretary Position-Term is for 2019 & available once the Vice President position is filled.
[No Interested Candidates Present]
- Treasurer Position: Rondi was elected by majority vote. She will continue to serve our neighborhood for the next 3-year term.

[Thank you for your continued commitment to our neighborhood!]

Vice President Report-Vacancy

Treasurer Report

*Reminder Annual Assessments due: January 1st and Late January 16th of each year.

- 2019 Paid Dues: \$20K
- 2019 Delinquent <\$22K
- Delinquent Dues Prior years: <\$14
- Bank Balance: \$36k

Secretary Report- N/a- next meeting.

Neighborhood Committees Reports:

Events & Club Coordinators-Vacancy

Park & Common Area Ambassadors-Vacancy

Clean-up & Shine-up Team Players -Vacancy

Elections: Today's Meeting!

All positions require a minimum of a 5 days a week part-time commitment, require a TEAM work ethic-willing to do what's needed regardless of Title, daily communication with the HOA president, current on HOA dues, no recent neighborhood violations, computer literate/ savvy-for weekly reporting purposes, require a majority vote and mandatory attendance at all HOA meetings. *Board positions are contingent upon: positive professional & personal references and background checks.* *This is a brief description of responsibilities and all positions are always evolving

- Vice-President-2019 open for a 3-year term commitment. **[No Interested Candidates Present]**
- Treasurer-2019 open for a 3-year term commitment. **[Elected-Rondi Sansaver]**
- Secretary-2020 open for 3-year term commitment.
- President-2021 open for 3-year commitment.

Unfinished Business: - N/a- next meeting.

New Business: - N/a-next meeting.

Meeting Adjourned @ 11:15 am, all in favor.

*Thank you all, for your time and participation in today's meeting. *The Association Board*



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Glen Acres Owners' Association Meeting Minutes

Meeting Date: Saturday April 13th, 2019 @ 10:30 AM / Location: Haggens Grocery Eatery

Period Dates: January 1st-March 31st

Meeting Called to Order @ 10:30 AM

Roll Call / Attendees: Patricia. P, Loren F. & Board- Travis & Rondi

Notice of Meeting: Posted- Website, October's Meeting & Annual Invoices

Next Meeting Dates: July 13th & October 12th, 2019

Review of Preceding Meeting Minutes: January 5th, 2019. October 13th copies provided. [approved by all]

Review of Budget: Jan-March 2019. Year End 2018-copies provided. [approved by all]

Board Officers Reports:

President Report

Project Playground Improvement. Top priority in 2019!

Professional Playground Inspection-completed on all playgrounds to note any repairs needed and to provide improved safety.

- Overview-playground inspection report [by Rondi]
- Association Board has completed some repairs already & is working on a plan for future repairs & scheduling priority 1 repairs noted in report immediately, within our budget constraints.
- Footing surfacing is needed at all play structures (sand, wood chips, pea gravel etc.) and replacement timber borders to 12" in height. * Association Board has requested contractor quotes & will need volunteers to help with the bulk of the repairs.

Completed Playground Items:

- Park 1st Street- removed Geodesic Dome (unrepairable)
- Park 1st Place-removed digger (unrepairable)
- Park 83rd-tetherball loop in rope removed
- Park 3rd Street- pounded down border stakes
- Requested quotes for priority 1 repairs

Playground Fund Raiser-The Association needs volunteers who are interested in doing / hosting a fund raiser for immediate repairs and/or future replacement of playground structures. *The Association Board is mailing a Notice to all homeowners asking for volunteers and it will provide an overview of the playground inspection report. Fund raiser ideas:

- Go fund me, Facebook, community fund raiser events and /or donations*anyone interested in doing this?

New Budget line item -Playground Improvement Fund, to be added to our budget for tracking of donations & accounting purposes.

Neighborhood Observations:

- Several homeowner fences in our neighborhood needs repair. If you have damage to your fence, please contact the Association Board ASAP with your anticipated completion of repairs to avoid fines. We understand this may be an unanticipated expense and are willing to work with you on a reasonable completion timeline.

Vice President Report-Vacancy

Treasurer Report

Annual Assessments are due: January 1st and Late January 16th of each year.

- 91% Paid for 2019 Dues <\$3969
- Total Delinquent all years <\$17500
- 2019-18 Delinquency Notices 1, Notices 2 & Notices 3 (all sent as of: April 1st)
- 2019-18 delinquencies-next will go to our Collection Attorney to record Claim of Lien against the properties.
- 2018 & prior years 12 delinquencies-have recorded Claim of Lien against properties including accrued legal fees.
- 1-Foreclosures reported. Sale in June.
- 2-Bankruptcies reported; one homeowner is making monthly payments. Thank you.
- 2018 Association Taxes completed and mailed.
- 2019 new homeowners: 5

Secretary Report

Violations / Complaints: Garbage/Recycle/Yard Waste containers stored in front of homes, Maintenance of buildings and lots-fencing Damage & Animal-disruptive dog.

New Notices:

- Violations Repeat Offender Notice \$10 a day to \$30 a day. *Notice to be mailed to all homeowners
- Playground Improvement Inspection information, volunteers needed for repairs and fund raiser. *Notice to be mailed to all homeowners

Neighborhood Committees Reports:

Events & Club Coordinators-Vacancy

Park & Common Area Ambassadors-Vacancy

Clean-up & Shine-up Team Players -Vacancy

Elections:

- 2019 Open Vice-President position for a 3-year term commitment

Unfinished Business:

- Volunteers need: Cleaning of white vinyl fencing & mailbox kiosks
- Powerline debris removal-completed by the Board
- New Enforcement Policy for Violation Repeat Offenders, posted soon. Fines of \$10 per day to \$30 a day

Business on hold due to project park improvements:

- fencing Park on 3rd play structure / street side
- new neighborhood entry signage
- sale of powerline property to City

New Business:

Volunteers Needed:

- Project Playground Improvement- volunteers needed for repairs & updates
- Playground Improvement Fund Raiser-volunteers needed to host fund raiser
- Parks, trails & common areas Signage and Post Installation-volunteers needed to help set posts in concrete at common areas.

Neighborhood Reminders:

- ***Exterior Improvements*** on your lot or home including; painting, roofing, fencing, removal of front yard landscaping and additions, must have prior approval from the board before work commences to avoid fines.
- ***Unauthorized Vehicles*** such as campers, trailers, recreational vehicles, boats, and jet skis are prohibited to be parked in the neighborhood including; lots, driveways and/ or streets, exception is parked in closed garages.
- ***Trees leaning, diseased or fallen***-Please report any trees in question to the Association Board immediately.
- ***Garbage, Recycle and Yard Containers***-Must be removed from curb on garbage pick-up day & must be stored away from view of street to avoid daily fines
- ***Sidewalk Street Trees & Planter Strips*** are the homeowner's sole responsibility to maintain. Please prune, weed, mow, and remove any fallen leaves as needed to avoid daily fines. Please contact the Association Board if you are experiencing a hardship that will prevent you from maintaining this area.

Meeting Adjourned @11:17 AM [all in favor]



Glen Acres Owners' Association Board
PO BOX 1393, Snohomish, WA. 98291
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Glen Acres Owners' Association Meeting Minutes

Meeting Date: Wednesday July 10th @ 7:00 PM / Location: Haggens Grocery Eatery Department

Period Dates: April-June 2019

Meeting Called to Order @ 7:00 PM by: Travis

Roll Call / Attendees: Jim & Bev T., Rose A., LaVonna I., Holton F., Suzanne F., John M., Travis & Rondi- HOA Board

Notice of Meeting: Posted to Website

Next Meeting Dates: Wednesday October 9th, 2019 @ 7:00 PM (all in favor-meetings to be on weekday evenings)

Review of Preceding Minutes: April 13th 2019 Meeting-Copies provided at meeting & posted to website

Review of Budget: April-June 2019 *Read by: Rondi

Board Officers Reports:

President Report-Read By: Travis

2019 Project Playground & Parks- Safety Improvement & Restoration

Second Quarter Completed Playground Items:

Park 1st Place: Now Open!

- Installed border timbers to a height of 12"
- Installed 25 yards of play chips for a depth of 12"
- Posted Age Use and Warning Labels
- Posted Park Hours & Rules Signage
- Pending Tasks-pressure wash the play equipment & repaint the merry-go-round (Fall-after school summer break)

Park 1st Street, Park 83rd Ave, Park 3rd Street & Big Rock Park:

- Dismantled all damaged play structures & equipment
- Removed all rotted timber borders
- Park 83rd removed three leaning trees
- Big Rock Park removed one dead tree

Park 3rd Street:

This park is next on our to-do list and is still in the beginning / planning stage of its restoration. As things progress, updates will be posted to our website. Our initial goals are as follows:

- Install new perimeter border for a future swing or play structure. Quote is: \$1700 (existing size & materials only)
- Install play chips to a height of 12". Quote is: \$ 3100 (existing size & materials only)
- Request / Receive quotes for a swing set structure, play equipment, installation costs, materials & labor costs.
- Post: Age Use & Warning Sign Labels
- Install Playground Parks Hours & Rules Signage at entrance-Completed

Trail-head and Playground Parks:

- New park hours & rules signage: posted throughout our common areas to help deter after hours trespassers and to help assist LSPD to evict them if / when necessary. All common areas are closed Dusk-Dawn.

First Quarter Completed Playground Items:

- Park 1st Street-removed Geodesic Dome (unrepairable)
- Park 1st Place-removed digger (unrepairable)
- Park 83rd-Tetherball loop in rope removed
- Park 3rd Street-pounded down border stakes
- Requested quotes for priority 1 noted inspection repairs

Neighborhood Observations:

2019 annual neighborhood audit / inspection is underway. Please visit our website to review our neighborhood CC&R's. Summer is a great time to refresh ourselves on our neighborhood rules. As a kind reminder: each of the following have a minimum potential fine of \$10-\$30 per violation, per day.

- Homeowner Fencing Repairs-please remove damaged fencing immediately and replace, and /or take down the damaged panel until you can replace it.
- Garbage, Recycle & Yard Waste Containers-must be stored away from street view & not in front of homes or garages, Fines are \$10 per container, per day for the first offense and \$30 per container, per day for the second offense.
- Exterior Lot & Home Changes and / or Improvements- including; painting, roofing, fencing, siding, sheds or structures, and additions, must have prior approval from the Board before work commences to avoid daily fines.
- Unauthorized Parked Vehicles will be towed and impounded. Campers, trailers, recreational vehicles, large work trucks, open/closed trailers, boats, and jet skis are prohibited to be parked anywhere within our in our neighborhood, streets or on any Lot. The exception is parked inside closed garages.
- Maintenance of Sidewalk Planter Strips & Street Trees is the homeowner's sole responsibility to maintain per our neighborhood CC&R's. Please share the following tasks with your neighbors: pruning, weeding, mowing, and the removal of fallen leaves each season. *if you are experiencing a hardship that is preventing you from maintaining this area, please contact the Association Board immediately.

Neighborhood Trees- Please report to the Association Board any diseased, dangerous, leaning or fallen trees. Thank you.

Vice President Report-Vacancy

Treasurer Report-Read by: Rondi

Annual Assessments are due: January 1st and Late January 16th of each year.

- 91% Paid for 2019 Dues < \$3k
- 15 Total Delinquent homeowners all years: <\$17k
- All delinquent homeowners: forwarded to our Attorney for collection and will have a claim of Lien recorded against their properties, until the HOA dues and all accrued legal fees are paid in full. *Payment Plans are available. Please email the Association Board today to make payment arrangements, Thank you!
- 2019 New home Sales / New Homeowners: 8

*Three of our eight new homeowners attended today's meeting. Welcome to the neighborhood!

Secretary Report-Read By: Rondi

Violations / Complaints this Quarter: Garbage, Recycle & Yard Waste containers stored / left in front of homes after Wednesday, Maintenance of Buildings and Lots, Fencing Damage & Repairs, Landscape Maintenance sidewalk area, Street Parking concerns & Trees in Common Areas.

Neighborhood Notices & News:

- Playground Parks Safety Improvements Notices 1-4, have been posted to our website and / or emailed to all homeowners.

Neighborhood Committees & Reports:

Events & Club Coordinators, Park & Common Area Ambassadors, Clean-up & Shine-up Team Players -Vacancy

Elections:

- Vice-President position is open for a 3-year term commitment. Please contact the Board if you are interested.

Unfinished Business: N/a

New Business:

- Patricia P., volunteered to assist the Board & will be training for a future Board position.
- John M. proposed: install topsoil and grass seed to Park on 1st Street, to make it an open space park-Board to get quotes and revisit at our next meeting.
- Several homeowners proposed: have a neighborhood garage sale as a neighborhood fund raiser event. Homeowners may like to share their profits to help with our playground improvements-Board will send out an email to gauge interest and proceed accordingly.
- Rose A. Proposed: contact collection agencies as another avenue to collect the \$17K of delinquent HOA dues-Board to contact collection agency companies and revisit at our next meeting.
- Volunteers Needed: Playground Parks & Improvements Fund Raiser Events.

Meeting Adjourned @ 7:19 PM. *Thank you all for your participation today!



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Glen Acres Owners' Association Meeting Minutes

Meeting Date: Wednesday October 9th @ 7:00 PM / Location: Haggens Grocery-Café Department

Period Dates: July-September 2019

Meeting Called to Order @ 7:02 PM

Roll Call / Attendees: Seth W., Jim G., Rondi-Treasurer / Secretary & Travis-President

Notice of Meeting: Posted to Website

Next Meeting Dates: Wednesday-January 8th, 2020 @7 PM *Annual Meeting and Elections

Review of Preceding Meeting Minutes: July 10th, 2019 Meeting-Copies provided & posted to website

Review of Budget: July-September 2019 & Proposed 2020 Budget

Association Board of Directors & Officers Report

President Report

Vote on: 2020 Proposed Budget (All in favor) *Effective January 1st, 2020

Neighborhood Observations:

2019 annual neighborhood audit / inspection-Thank you to all the homeowners who have removed their trash, recycle and yard waste containers out of street view, for removing your parked vehicles from our streets and for cleaning up your properties! Several homeowners have shared their positive comments on the improvement of our neighborhoods curb appeal! Thank you- for your pride in community & homeownership! Let's keep all our home values growing.

2019 Playground Parks- Safety Improvement & Restoration:

The Board has postponed the restoration on the Playground Parks until receipt of the 2020 HOA dues, at which time we will revisit and decide a plan of action for 2020. We will continue to post our progress to our website. If you are interested in volunteering to help with the installation work (digging holes, adding cement, drilling and assembly of structure etc.) for our future play equipment, please contact the Board. We will need approximately 10 volunteers to complete the installation in a one-day timeframe.

If you SEE something, SAY something-Trespassers Awareness:

The Association Board has been tasked (due to budget constraints) to personally remove homeless trespassers and the debris left behind in our common areas (our trails, wooded areas, powerlines, parks) We have also had an increased amount of shopping carts being used to transport stolen garbage into these areas. That being said-we need to please ask for your continued help with this issue. If you see or hear any activity after **Dusk** in our common areas, see someone with a shopping cart, notice a tent in the powerlines and / or wooded areas, please immediately call 911 so a no-trespass may be served. By doing this-LSPD has the authority to take them to jail if they return after being served. This is the only legal way we can deter people from trespassing, vandalizing & living in our common areas. We need to **ALL** work together to keep our neighborhood debris free, drug free and as safe as possible. *After calling in a report to LSPD, please email the Board so we may follow-up with LSPD. Thank you.

Thank You!

A big Thank You, to The Miller Family, for pressure washing the white vinyl fencing on our walking path & for trimming back the blackberry bushes at 1st Street park and to The Konstacky family, for picking up discarded debris each week on your walks through the neighborhood. We appreciate all you do!

Trees- If you see any trees that are diseased, dangerous, leaning or fallen-please immediately report this to the Association Board. Thank you.

Exterior Lot / Home Changes & Improvements need prior approval: Including; painting, roofing, fencing, siding, sheds or structures, and additions, must have prior approval from the Board before work commences per our CC&R's.

Unauthorized Vehicles will be towed and impounded: Campers, trailers, recreational vehicles, large work trucks, open/closed work trailers, boats, and jet skis are prohibited to be parked within our in our neighborhood's streets, yards, and lots.*Please note: Street Parking is for the occasional guest only, homeowner vehicles will be towed & impounded.

Sidewalk Planter Strip Landscaping & Trees in front of homes: Please prune, weed, edge, mow, and remove fallen leaves in this area. This is solely the homeowner's responsibility to maintain and not the Association Landscape Services. Please contact the Board if you see trees that are damage and / or diseased. Thank you.

Vice President Report-Vacancy

Treasurer Report

Annual HOA Dues: **Due- January 1st and Considered Delinquent- January 16th of each year.**

Proposed 2020 dues effective January 1st are: \$231.52

2019 Paid Dues: 93% < \$3K

Delinquency Total All Years: < \$17K

Delinquent HOA Accounts: All delinquent homeowner accounts have been forwarded to our Attorney for collection and / or a Claim of Lien recorded against the property. Payment Plans are available and we would be glad to work with you. Please contact the Associations Attorney to make payment arrangements. Thank you.

Emailed HOA Dues Invoices: Annual Invoices are Emailed by November 1st each year, for the following years dues. Please keep your Email Address current on your HOA account to ensure you receive your annual invoice and important neighborhood information. *We are Paperless (as much as possible) to save on our monthly budget expenses.

Secretary Report

Welcome New Homeowners: Please help us Welcome **10** new homeowners to the neighborhood! New homeowners, please visit our website for an overview of our neighborhood & Association and feel free to email the Association Board if you have any questions. We look forward to seeing you around the neighborhood & at our HOA Meetings.

Neighborhood Violations & Complaints: Homeowner Street Parking, Garbage, Recycle & Yard Waste Containers- left / stored in street view, Maintenance of Buildings and Lots and Homeless Trespassers & Debris-common areas, Shopping Carts w/Debris-common areas.

Neighborhood Notices & News: Please regularly visit our website and check back often to stay updated on our Neighborhood News and Notices.

Neighborhood Committee Reports Get involved! And help make our neighborhood a great place to call home!

Fundraiser Committee-Vacancy *help raise funds to restore our playground parks & future common area improvements

Neighborhood Events & Clubs-Vacancy * get homeowners together by planning events and our annual yard sale

Playground Park & Common Areas-Vacancy * assist the Board with regular inspections of all common areas

Architectural Control Committee-Vacancy * assist the Board with paint color & improvement requests

Elections: January 8th, Annual Meeting. The Vice-President position is open for a 3-year term commitment.

Unfinished Business:

- New Rules and Open Hours signage have been posted to our Common Areas. We will be installing signage to our trail system and power-line areas soon.
- Playground Parks Restoration-revisit and set future action plan upon full receipt of 2020 HOA dues

New Business:

Request for volunteers-Architectural Control Committee.

Overview of position:

- Enter & manage paint color and improvement requests on an Excel spreadsheet
- Visit the property & with the homeowner, the same week the request was received
- Take pictures of improvement location for our records & for Boards review, approval, and / or disapproval
- Confirm- the requested paint color is not being repeated. Goal: not within 3 homes and / or across the street
- Confirm- the requested improvement and / or paint color is aligned with our neighborhood CC&R's & established colors and / or materials.
- Email all requests & confirmed information to the HOA President for final review, approval, and / or disapproval.

Meeting Adjourned @ 8:20 PM (All in favor)