

**2023 YEAR END BUDGET JANUARY-DECEMBER**



<b>RECEIVABLES</b>	<b>2023 Budget</b>	<b>2023 Paid</b>	<b>2023 % Paid</b>	<b>Notes</b>
2023 Annual HOA Dues	<b>51190</b>	<b>48778</b>	<b>95%</b>	2023 dues PD in 2022 \$17,540
Annual HOA Dues Payment	268.01			
<b>Annual HOA Dues Summary</b>				
2023 Delinquencies			<b>&lt;2412</b>	9 delinquent properties
<b>EXPENSES</b>	<b>Expenses</b>	<b>Exp. Jan-Dec</b>	<b>Balance</b>	<b>Notes</b>
<b>Administrative &amp; Management Expenses</b>	<b>2023 Budget</b>			
Office Supplies & Administrative Misc.	258	-76.5	181.5	\$76.5 / microsoft ann.
Board Officers Stipend	11300	-10020.4	1279.6	
<b>TOTAL</b>	<b>11558</b>	<b>-10096.9</b>	<b>1461.1</b>	
<b>Maintenance Expenses</b>	<b>2023 Budget</b>	<b>Exp. Jan-Dec</b>	<b>Balance</b>	
Landscaping Maintenance	12400	-12404.67	-4.67	\$971 / mon. \$12404 / ann
5 Retention Ponds Maint	2500	0	2500	
Playgrounds,Parks,Sport Courts, Trails	2800	0	2800	
Forestry Management Services	10000	-10327.5	-327.5	maintenance
Fencing & General Maintenance	50	-50	0	1st st. mailbox,walk, park-pw & prune
Maintenance Supplies & Misc.	50	0	50	
<b>TOTAL</b>	<b>27800</b>	<b>-22782.17</b>	<b>5017.83</b>	
<b>General Expenses</b>	<b>2023 Budget</b>	<b>Exp. Jan-Dec</b>	<b>Balance</b>	
QuickBooks Accounting Fees	660	-748.41	-88.41	\$65.58 / mon \$786.96 ann.
QuickBook & Bank Transaction Fees	250	-845.47	-595.47	\$554 rtn ck / \$291.47 fee
Legal & Lien Services	3000	-9589.98	-6589.98	\$5559 legal / \$4029 lien
CPA Accounting Services-Taxes	230	-375	-145	
Insurance-Common Areas	4900	-4714.84	185.16	
P.O. BOX Service Fees	165	-166	-1	
WA. State Registration-Association	10	-20	-10	
Website Service Fees	120	-1002.43	-882.43	new website & old website
Property Taxes-Common Areas	60	-70.5	-10.5	
Reserve General Misc.	2437.14	0	2437.14	
<b>TOTAL</b>	<b>11832.14</b>	<b>-17532.63</b>	<b>-5700.49</b>	
<b>Budget Balance 12/31/2023</b>	<b>51190</b>	<b>-50411.7</b>	<b>778.3</b>	
<b>CHECKING ACCOUNT SUMMARY</b>				
<b>2022 DECEMBER 31st CHECKING BALANCE</b>				46584.83
<b>2023 DEPOSITED JAN-DEC</b>				63443.90
<b>2023 EXPENSES JAN-DEC</b>				-50411.46
<b>2023 BALANCE DEC</b>				13032.44
<b>2023 DECEMBER 31st CHECKING BALANCE</b>				59617.00



Glen Acres Owners' Association

P.O. BOX 262, Lake Stevens, WA. 98258

[glenacreshoa.org](http://glenacreshoa.org) | [glenacres1@hotmail.com](mailto:glenacres1@hotmail.com)

Annual Meeting **MINUTES** January 4<sup>th</sup>, 2023 @6-630pm

**Meeting Called to Order @ 6PM**

**Meeting Agenda:**

**Roll Call**

- Association Members present via Zoom: KRISTI E. & LAURA M.
- By Proxy: 10
- Association Board: Travis Wright- HOA president & Rondi Sansaver-Treasurer & Secretary

**Notice of Meeting:** mailed & emailed with annual invoice (November 19<sup>th</sup> & November 20<sup>th</sup>, 2022)

**Preceding Meeting Minutes Dated:** Motion to pass, due to last meeting was January 2022 with no attendees.

The agenda was copied for this meeting. \*\*See new business notes for meeting minutes\*\*

**Meeting Agenda Item # 1: TREASURER REPORT**

Ratification of 2023 Annual Budget. Increased \$12.76 for an annual payment of \$268.01.

- In favor present: 2 of 3
- In favor proxy votes 10 & paid accounts: 115
- **60% paid as of January 3, 2023.** The 2023 Budget is ratified.

**Agenda Item # 2:**

Elections-New Board Candidates Names:

Positions

1. Open Interim Secretary: two-year term (necessary to fill this one first)
2. Open Interim Vice President: one-year term
3. ACC Association Member (architectural control committee) on-going term

New Board candidates-introduction & BIO speech

Received Votes / Proxy votes-new board candidates: # N/A

**Agenda Item # 3: PRESIDENT REPORT**

**Neighborhood Projects & Summary**

**Completed Projects:**

- July 2021, Forestry Assessment by Certified Arborist
- August 2021, installed new perimeter fencing both Sport Courts
- November 2021, All Five Retention Ponds Scheduled for Maintenance
- November 19th, 2022, Annual 2023 Dues Invoices & meeting Invite mailed
- 2022 BB Court table and bench replacement 83rd
- 1<sup>st</sup> Place Park bench replacement 2022

**Forecasted Projects:**

- Replace/repair fencing in common areas.
- Update, street parking signage.
- Replace Park benches & picnic tables.
- Playground equipment replacement-special assessment and/or dues increase slated for 2024 (vote in 2023)

**Clean/Pressure wash:**

- white vinyl fencing throughout the neighborhood.
- park benches & picnic tables.
- retaining block walls 3<sup>rd</sup> Street/83<sup>rd</sup>, Sport courts 83<sup>rd</sup> & 3<sup>rd</sup> Street.
- Fourteen mailboxes bases.
- playground & park concrete pathways.

### **Re-paint:**

- both sport court white striping lines.
- merry-go round-Park 1<sup>st</sup> Street.

### **Administration**

- Taxes and Vendor 1099's completed

Volunteers needed to help complete our neighborhood projects, please sign up today!

### **Agenda Item # 4:**

#### **Neighborhood Observations & Summary:**

- **Prohibited Vehicles:** Oversized trucks or vehicles, boats, utility trailers, camping trailers, campers, any RV are not allowed on any street, yard, or lot within Glen Acres at any time. Our neighborhood streets, yards and driveways are compact and do not have the appropriate space to safely store these types of vehicles. Please help keep our neighborhood *streets clear and safe* for our neighbors, community services and emergency vehicles to navigate safely. Please report any parking violation on your street. Fines start at \$300.00 per vehicle.
- **Exterior Changes-Home or Lot:** All proposed exterior changes/revisions must be submitted to the association board **20 days prior** to start of any work, for Board review and approval. This includes but not limited to; removal of any trees, painting, roofing, fencing, decking, sheds, any structures, landscaping removal or additions, patios, retaining walls and/or air-conditioner unit placement. Additionally, consult with the City of Lake Stevens, before the start of any work, to verify if approval of plans and/or permits are required.
- **Garbage, Yard, and Recycle Containers Storage:** Containers must be removed from the curb and stored away from **street view**, by the end of collection day.
- **Reporting Repairs, Violations & Complaints:** If you see something, say something! Please report common area repairs or neighborhood violations immediately to: [glenacres1@hotmail.com](mailto:glenacres1@hotmail.com). Thank you for your support.
- **Parking:** No parking on any street overnight and/ or from **Dusk-Dawn** (exception is occasional guest parking in the turn out areas on 83<sup>rd</sup> and 1st street) and no parking in any cul-de-sac any time. If you are parking on the street, please remove your vehicle immediately. Fines start at \$300 per violation. Street safety practices help keep our pedestrians and drivers from possible injury or damage. Please be mindful of the street safety rules.
- **Playgrounds Restoration:** Playgrounds will remain closed until the funds are raised for restoration & new play equipment to be installed. \*1st Place tot-lot is open.
- **Street Safety & Street Signage:** In efforts to be proactive, we will reach out to the City of Lake Stevens and/or City of Lake Stevens-Code Enforcement for a safety street review. Proposal: updated street signage, replace missing signage and add street markings for better traffic flow management and to discourage unsafe parking/street violations.
- **Active Forestry Management:** We appointed a tree service to complete the arborist recommendations, per the tree assessment completed in July 2021. Please continue to assess the trees around your home **regularly**. If you see any trees that show disease, damage, leaning or any changes that seem unhealthy, contact us immediately for a professional tree assessment.

### **Agenda Item # 5:**

#### **Unfinished or New Business:**

- New address: PO BOX 262 LAKE STEVENS, WA. 98258
- Website designer for new website TBD- as funds become available (HOA dues collected)
- Members needed this year to assist in daily tasks-lots of work to be done, volunteer today.
- Upcoming vote later this year: Special Assessment and/ or increase annual dues to \$300.00 ( \$25 month) for 2024 dues, for neighborhood fencing, signage repairs and future park and playground equipment.

### **Meeting Minutes: January 4<sup>th</sup>, 2023**

Member: stated there is a new law that requires a certain number of members to be present at meetings.

The Board: We are not aware of this new law, but if you are referring to the budget ratification today, as of this meeting the budget is ratified, as the majority of all members would need to oppose the budget for it to be rejected. The Board: agreed to message our attorney and postpone the meeting if both members present agreed. One member present wanted to continue as they had questions regarding the budget. The Board answered their questions regarding the budget and what it covers. The meeting time ended due to Zoom's meeting time restraints. The Board immediately emailed both members present, for any further meeting questions at 6:38pm & 6:41 pm. The 2023 budget is ratified. **Meeting Adjourned @ 6:41 pm**