

## **Aspen Grove Estates Homeowners' Association**

### **Board Meeting Minutes**

**June 27, 2022**

**Board Members in Attendance** Susan Sivesind, Susan Rench, Angela Jackson, Kristin Swanson, Robbie Wasserman, Mark Miller, Jodi Pugsley

**ACC Members in Attendance** Chris Sivesind

**Community Members in Attendance** none

**Meeting Location** Zoom platform

- 1) **Meeting called to order** 7:35pm by Susan S
- 2) **Review and approve minutes** Board meeting 10/05/2021. Robbie moved to accept minutes; Susan S. seconded. Vote 6/0 Mark abstained (not present 10/5/2021 meeting)
- 3) **Financials**
  - a) Presented by Treasurer Robbie Wasserman
  - b) Current leftover amount projected in 2022 HOA budget is \$20,987.95
  - c) Slight increase in bills such as HOA insurance, lawn maintenance but overall, no sharp spikes
  - d) Board discussed need to continue to build reserve account and what was required to comply with Washington law. RCW's were reviewed but no clear number of reserve amount was identified. \$25,000 was discussed as reasonable goal with \$10,000 earmarked for legal help to update CC&Rs.
  - e) Layout of financial sheet reviewed, and decision made to create line items to reflect the actual reserve accounts vs large net leftover cash at bottom of sheet.
  - f) Board discussed creating list of upcoming maintenance projects such as staining fence, tot lot equipment updating, and legal fees for CC&Rs updating that would educate homeowners as to need to plan for future expenses
  - g) Board discussed budget allowing for needed repairs and maintenance to be professionally done but will continue to utilize homeowners help if possible.
  - h) Dues remaining at \$650 was discussed. Mark M moved to present this budget to homeowners, Susan S seconded. Vote 7/0
- 4) **HOA Property**
  - a) Large maple tree from homeowner yard at 7530 NE 204<sup>th</sup> Pl lost large limb into area outside HOA fence discussed. Susan S shared that homeowner did consult arborist who said tree appeared healthy but recommended some trimming of tree.
  - b) Discussion regarding property along sidewalk in front of first home entering neighborhood. Ownership appears to be homeowner from what Mark researched on map but in past HOA has helped with maintenance. Shrubs need maintenance, and some appear to be dying. Decision made to wait until fall to see how shrubs are doing.

- c) Jodi shared concern about HOA street trees needing trimming near sidewalks and driveways. Board discussed tree maintenance which has been biennial fertilizing but have not done recommended trimming. Susan S will contact Jay from Davey Tree service to find out cost to set up trimming maintenance moving forward.
- d) Tot area chips have been researched and ordered by Susan S and a work party will be planned to have them distributed at annual HOA meeting.

#### **5) Maintenance of HOA property outside fence**

- a) Susan R asked about usage status of HOA lawnmower and shared some concern as to liability and maintenance.
- b) Kristen S wanted to acknowledge Robbie W's contribution and hard work in maintaining area outside of HOA fence but felt that such a large job should be contracted out. Kristen's husband and others have also worked on maintaining area and it is extremely physically demanding. Susan R also voiced that she is not comfortable with homeowners maintaining area.
- c) Robbie says currently he is willing to continue with mowing to maintain weed control.
- d) Decision was made that Robby will store HOA lawnmower and may utilize it to mow his own lawn. Jodi and Robbie will work together to identify which area is too steep to mow.
- e) Jodi will investigate having mulch delivered and work to change the steep area by stairs into an attractive low maintenance garden bed. Discussion on \$500 allocated in budget to facilitate keeping steep area of hill by stairs maintained as mowing or weeding area very difficult. Jodi pointed out that creeping raspberry groundcover is working well on other side of stairs.

#### **6) Annual HOA Meeting**

- a) 7/24/2022 annual meeting day schedule discussed. Decision 3:00pm Community Events/5:00pm light refreshments and potluck/6:00pm Annual meeting.
- b) Susan S to include in neighborhood announcement a reminder about trees kept off back fence, pet supervision and driving slowly in cul-de-sac.
- c) Susan S sending out neighborhood email announcing events. Jodi will follow-up with mailed announcement and copy of proposed budget as required by CC&Rs.

#### **7) Meeting Adjourned 9:10pm by Susan S**