

GLENWOOD PLACE BOARD MEETING MINUTES

April 10, 2026 – 10:00 a.m.

Summerplace Clubhouse, Klickitat Room

OPENING:

Chair Judy Evans opened the meeting. She welcomed those in attendance, and roll was called.

ROLL CALL:

Board members in attendance were Judy Evans (Chair), Ashleigh Norment (Treasurer), Diane Larson (Secretary), Kathy Caricchio (Landscaping), and Kitz Anderson (Maintenance).

RESIDENTS IN ATTENDANCE:

Attending residents were Marcia Andri, Dale Ballweg, Karen Ballweg, Dave Conrad, Sarah Balliet, Nancy Earl, Kip Goehrend, Carol Hunt, Alan Levy, Joyce Levy, Carol Manzano, Kelsie Marea, Ingeborg Mussche, Tama October, Kathy Okay, Lori Pesavento, Bobbi Pincetich, Karin Sawyer, Beth Sendre, Sunni Walton, and Jan Woodcock.

MINUTES:

The minutes for the HOA Board Meeting dated March 13, 2026, were adopted as presented. Kitz made the motion. Ashleigh seconded. The motion passed by a unanimous vote.

BOARD REPORTS:

Chair: Judy Evans presented her report.

- Judy asked the attendees to silence their phones. She reminded everyone that the meeting would be conducted in a civil manner with the intention of resolving issues within the community. It was announced that questions and comments were to be discussed at the close of the meeting.
- The Board held its second meeting with our legal counsel, Lepore Law LLC, to review HOA issues that need to be legally defined and stated.
 - Lepore's first step is to review existing Summerplace and Glenwood documents.
 - Then we will build new resolutions and create revisions to our current documents.
 - Counsel recommended a Code of Conduct be devised and instituted as soon as possible. The law firm has reviewed our resolution and provided us with the first draft to be discussed later in this meeting.
 - In the next budget year, we will plan to amend the Bylaws and the Declaration.

- The Board is interested in forming additional committees to broaden the impact of the Board's efforts to create a well-run HOA Association. Jan Woodcock is available to coordinate committee creation and talk about how residents can assist the board in a meaningful way. Our bylaws dictate three-year terms for board members on a rotating schedule. By being a productive committee member, you can help our community remain independent of management company costs.
- Please be aware that our Sergeant-at-Arms, Tama October, is tracking the time of each speaker so that issues can be recorded properly, and to keep the meetings running in an efficient and respectful manner.
- Legal Billing for March: The total was \$1,044.50.

Landscaping: Kathy Caricchio discussed her report.

- Bug Zapper, our new pest control company, was on the property last Friday. They sprayed the area and installed bait boxes. They also removed spider webs around garage lights.
- All light bulbs around the property were checked on Friday and appeared to be working at that time. Residents are asked to please submit an Avoid Verbal Request (AVR) if any nonworking lights are noted.
- Sierra Northwest Landscaping Co. has completed the removal of moss from walkways, garage areas and man-doors.
- We are currently working with Kitz to gather bids for the removal of a tree by Building 7, as required by our insurance company. The walkway next to Building 7 will be replaced, as well.
- In response to the insurance company requirements, tree branches overhanging the roof of Building 11 will be scheduled to be trimmed. Owners will be notified before any of this work begins.
 - Update:
 - Bids for the removal of the tree near Building 7 came in at \$10,600. This covers removal of the tree, grinding roots around walkways, and repaving the walkways after the work is finished.
 - The bid for trimming the overhead branches in front of Building 11 is \$1,054. This work is also an insurance requirement.
- Sierra Landscaping will be addressing a drainage problem near Building 20. This work is in response to reports from owners about areas that need attention.
- As mentioned in a previous meeting, we are following up on the work Marcia has been doing with the Water Department and Sierra Landscaping to address water conservation.
- We will also be working with Sierra Landscaping to review the sprinkler system to optimize water usage while keeping the area green. We appreciate the community's patience and understanding as we work on these solutions.
- Concerns about water usage in the garden area have been noted. Water monitors are being installed on the garden hoses to measure water usage accurately. This will provide a basis from which to charge the gardeners for their water consumption.

- Please remember that we are volunteers working tirelessly to maintain our Glenwood community. We encourage anyone with concerns to join a committee as a volunteer and assist us in our efforts. Become part of the solution, not the problem.

Maintenance: Kitz Anderson presented her report.

Completed Projects:

- Dryer vent cleaning is nearly complete.
- A set of lost keys was found by the garage for Building #5.
- Replacing the roof on Building #11 began on April 6th. To protect your planters and furniture, please move them back from the edge of your deck or patio while the work is being done. The roof on Building #15 will be next.
- Gutter cleaning is scheduled for the last week of April.
- Unit 36 submitted an AVR to request a mini split for his unit. The AVR was approved.
- Project to remove the tree near Building #7 will require excavating the tree roots, and stump grinding. Cost estimates required.
- Motion was made by Kitz and seconded by Ashleigh to repair the sidewalk near Building #7. Motion was approved.
- Unit 36 requested approval to add two electrical outlets to his garage. Motion was made by Diane and seconded by Kitz. Request was denied as per our Bylaws.
- The doorbell replacement project is on hold as we are waiting for a cost estimate.
- Replacement of east and west entrance lights, plus multiple garage lights is being reviewed and cost estimate ordered.
- The estimate for a replacement of the streetlight by garage #72 is pending.
- A second appointment is planned for Monday to review electric projects mentioned above.
- Repair of loose siding was completed on March 26th.

Open Projects:

- Replacing roofs on Buildings #12 and #13 is scheduled for later in the summer.
- We are working with Bill Burns to create a fair-weather schedule for repairing trim on garages and man-doors. Cost estimates will be forthcoming.
- Unit 100 needs work on its water shut off valves.
- Work on the pressure reducing valves is outstanding for 10 buildings.
- Critter control remediation will be supervised by the Landscaping Department going forward.
- Building exit signs will be reviewed later in the year.

Treasurer: Ashleigh Norment presented her written report.

We received payment for all March invoices except one. In that case, the executor is trying to get access to bank accounts, and we should be receiving the March and April payments very soon. There are two cases where the monthly amount was short by \$5 and \$10, and we'll deliver an invoice statement to those homeowners, asking for the missing amount.

BANK BALANCES:

• <u>Operating Income:</u>	
○ OnPoint Operating Account	\$ 56,445.23
○ OnPoint Savings Account	<u>100.42</u>
TOTAL	\$ 56,545.65
• <u>Reserves:</u>	
○ Northwest Bank Savings Account	\$ 68,709.12
○ Riverview Bank 6-month Cert. of Deposit (CD)	170,398.49
○ Northwest Bank 12-month CD	<u>119,330.51</u>
TOTAL	\$358,438.12

Budget and Financial Projection

Our water bill for Quarter One came in 20% lower than the same billing period last year at \$30,000, so, it was significantly lower than we had planned for. We have amassed in our Reserves Savings account the amount needed to make final payments on our two roof replacements for Buildings #11 and #15. This leaves us with a comfortable balance to finish the dryer vent cleaning, drainage work, tree work and other planned projects for April.

Special Assessment Status

The special assessment was for the purpose of producing \$43,200 in funds to help replace four roofs this year. We have received \$27,135.50 of that amount with \$16,064.50 yet to be received. We will deliver invoices in April to homeowners who still have a balance so that they have three months to make plans to pay the remaining balance by the due date of June 30, 2026.

Units Sold and For Sale

- Units 99,36 and 53 closed in March.
- Unit 62 is Active.

COMMITTEE REPORTS:

AVR: In Sharon Fraley's absence, Judy Evans reported the following:

- Avoid Verbal Requests (AVRs) carried over from 2025 are 10 in number.
- 2026 AVRs outstanding and current are 27 in number.

Earthquake Preparedness: Lori Pesavento reminded attendees that the Earthquake Preparedness Meeting is scheduled for Wednesday, April 22nd, from 10:00 – 11:00 a.m. in the Klickitat Room of the Summerplace Clubhouse. The focus will be providing advance planning ideas in case of a disaster in our area. The group anticipates holding a meeting for all the Summerplace community in October.

Glenwood Garbage Grabbers: Tama October reported that the Triple Gees have recently reached their goal of cleaning up both sides of NE 148th Avenue all the way from NE Sacramento Street to NE Sandy Boulevard. The City's Rid Patrol hauled away 10 bags of trash and two piles of miscellaneous items that the group collected. It is guaranteed that there will be more litter to collect, and everyone is welcome to join in the fun!

Sunshine Over Glenwood: Nancy Earl thanked her committee of Easter Bunnies who helped to hide eggs around the campus during the week before the Easter holiday. She also mentioned some of the entertaining Summerplace events coming up soon. Join us for:

- Funky Flicks on the fourth Thursday of each month through July
- Tech Talk Workshops in May, August, and October
- Cuatro de Mayo Potluck on May 4th
- Summerplace Singers Spring Concert celebrating Route 66 on May 3rd
- Photo Contest searching for pictures of Summerplace

If you know of someone with a birthday to celebrate or a resident who is sick or would appreciate cheering up, contact Nancy and she will gladly deliver a greeting card to them from their Glenwood neighbors.

Welcome Committee: Marcia Andri reported that she has been updating resident contact forms and distributing vehicle stickers to new and current residents. In this way we can verify the identity of vehicles parked on the grounds. She will be attending Membership Committee Meetings with the goal of acquiring application information in a timely manner.

UNFINISHED BUSINESS:

- Finance:
 - Insurance Inspection was completed on February 17th. The findings needing correction were:
 - Hazardous trees near to Buildings 7 and 11. See reports from Maintenance and from Landscaping for actions taken.
 - The absence of exit signs at each building's exit door. We have requested a postponement for this requirement for budgetary reasons.
 - We have hired Bug Zapper Pest Control to handle insect control for the community.
 - Required building inspections are planned for 2027. Cost is to be determined.
 - The 2027 Reserve Study will be a Level II – Full Study. Cost is projected to be \$2,750.
- Deck and patio inspections will be scheduled for later in the year. The procedure will include documentation for the residents and follow-up approvals.
- Roof replacements for buildings #11 and #15 are a project for this spring. Buildings #12, #13 and #14 will be completed in the late summer and fall of this year.

NEW BUSINESS:

- Water usage analysis will continue with a committee visit on Thursday, April 16th. Visits will start at 9:00 a.m. with Building #1, then continue with Building #10 and #11.
- Resolutions: A problem-solving attitude by a group of committed residents is the solution to a smooth-running homeowners association according to Jan Woodcock's presentation at the meeting. She stated that there are 330,000 HOAs in the United States, resulting in 30% of homes in the United States being run by homeowners' associations. The Glenwood Place buildings and property fixtures are getting old, and the cost of maintaining them is greater than it used to be. She suggests that owners can help the Board by joining a committee that reflects their interests, identify any problems that exist and do the research it takes to provide options.
 - Sariah Balliet read the current proposal for a Code of Conduct. Jan offered to lead a group of individuals who might offer to review the document and return to the board with their suggestions.
 - Karin Sawyer read the proposed regulation of Prohibited Conduct, which also could be reviewed by a group led by Jan.
- Committees: Jan is willing to coordinate other suggested committees that need leaders:
 - Code of Conduct Enforcement and Fine Schedule Committee
 - Animal Restrictions Committee
 - Security Committee
- The Glenwood Place Bylaws may be found online at glenwoodplacehoa.com and hard copies are available.
- Naturescaping Meeting: Sunday, April 12th, in the ballroom at 1:30 p.m.

ADDITIONAL INFORMATION FOR RESIDENTS:

- Information distribution: We will continue to move to digital information sharing via the web page -- glenwoodplacehoa.com -- in e-Blasts and in the Summerplace Library files. Residents may request hard copies through an AVR.
- Previous meeting minutes are located at glenwoodplacehoa.com and in the Summerplace Library.
- The next Building Representative Meeting is Saturday, May 2nd, at 10:00 a.m. in the Klickitat Room.
- The next monthly HOA meeting is Friday, May 8th, at 10:00 a.m. in the Klickitat room.
- The General Association Meeting is Thursday, July 23rd, at 7:00 p.m. in the Summerplace Ballroom.
- The Annual Budget Meeting is Thursday, October 1st, at 6:00 p.m. in the Klickitat Room.

- The Annual Association Meeting is Thursday, November 19th, at 7:00 p.m. in the Summerplace Ballroom.
- Remember to use Summerplace Neighborhood Alert.
- Check smoke and carbon monoxide (CO) detectors regularly. Radon testing is best done in the fall or spring for an accurate reading. Keep patio and deck lights on all night.
- Volunteers are always welcome.

QUESTIONS AND ANSWERS:

- Ingeborg Mussche requested that cones near Building #14 be removed. She commented that loose siding was not correctly repaired. She inquired about the new insect control company, Bug Zapper Pest Control.
- Lori Pesavento asked if residents could have access to wood chips for their gardens. Kathy said she would inquire about it. Marcia Andri recommended that putting fresh arborist chips on our garden beds may not be a good idea. She said the chips will be very coarse and will take years to break down. Marcia suggested we should get Jaime Sierra's opinion, and if Sierra NW approved, the board would need to decide where the chips should be spread.
- Karin Sawyer was thankful for the efforts the HOA was making +to decrease water usage, as it is so expensive. She said that 36 units had two or more residents and that we might initiate a program where units with more than one resident were charged more for their water usage, as that would be fairer than increasing fees for everyone.
- It was asked if the HOA was collecting electricity usage fees from owners of electric vehicles. The answer is "yes." Another question was if the HOA is collecting payment for gardening water. The answer is "not yet, this year."

The meeting adjourned at 11:24 a.m.

Respectfully submitted,

Diane Larson, Secretary