

## High Pointe II Homeowners Association

P.O. Box 2766, Silverdale, WA 98383

Email: [highpointeiihoa@gmail.com](mailto:highpointeiihoa@gmail.com) Website: [hp2hoa.com](http://hp2hoa.com)

### HOA Board Meeting

Meeting called to order 0900, 01/14/2023

In attendance:

Mike Stevens

Rita Flaherty

Jason Scheffer

Bob Paul

Kathryn Schultz

Ben Schwartz

Michael Flaherty

Absent:

Steve Richard

Anthony Mirhaydari

The President provided his report (Attachment 1)

- The truck parking on Caitlin was resolved through contacting the company

The Treasurer reported on current finances and budget for CY 2023

- Quarterly financial report for Q4 and 2022 Yearly report (Attachment 2)
  - Status of HOA member dues payment.
  - Community Entrance sign refreshed – paid for
  - Discussed need to increase dues in 2024
    - No increase since established in 1992, while costs increased
    - Labor for neighborhood projects is currently being handled by volunteers
    - Periodic evaluation is necessary to keep up with expenses
    - Note: per CC&Rs, 2/3 vote of members is required to alter the dues
- Calendar Year 2023 Budget (Attachment 3) reviewed

Committee Reports:

- Architectural: no proposals received or actions observed
- Maintenance:
  - New ropes ready for installation on the playground
  - Recommendation to solicit a chair for Maintenance Committee from the neighborhood on facebook page
  - Researching solar-powered lights to illuminate the entry signs. Preference is for ones that mount to the sign vice ones in the ground

Old Business:

## High Pointe II Homeowners Association

P.O. Box 2766, Silverdale, WA 98383

Email: [highpointeiihoa@gmail.com](mailto:highpointeiihoa@gmail.com) Website: [hp2hoa.com](http://hp2hoa.com)

- Park and Playset:
  - New vendor for Park maintenance is John Kuehl
  - Playset renovation complete (pending new rope installation)
  - Create a 5-year plan for the park
    - Recommended maintenance committee inspect semi-annually
    - Build reserve fund for eventual replacement
    - Get member feedback for their desires for what's in the park
- Community member had requested to install a Little Library on their property. The board voted to approve their request with the following stipulations:
  - It be installed on their property, not the 'island strip' between the sidewalk and street
  - They maintain it
  - They remove it if they move
- CC&Rs and HOA Bylaws are in need of update and difficult to read.
  - Mike S. provided examples from other HOAs that were much easier to read. The current documents date from the establishment of the community and were written by the builder. Many sections are no longer applicable (Class A and Class B members, for example). Additionally, the CC&Rs and HOA Bylaws have several sections that are redundant with each other.
  - Mike S. recommended that each board member take responsibility to update certain sections of both the CC&Rs and Bylaws. Alternatively, Jason S. recommended prioritizing one or the other and focusing as a group on updating that document.
  - Following the meeting, discussions continued via email regarding the actual process by which to amend the documents. Expect a supplementary meeting of board members focused solely on amending the HOA documents, and solicitation of input from the community.
  - For information:
    - CC&R amendments require approval by 75% of owners
    - Bylaws may be amended at a regular or special meeting of members, and simply requires a majority vote of the members voting in person or by proxy.

### New Business:

- Common theme for the island strip between the sidewalk and street
  - The board will solicit a volunteer to install a demo island strip (between the sidewalk and street) that other owners could then use as an example. Plants and materials would be chosen to be low-maintenance and drought-resistant. Volunteers would be solicited via the newsletter and facebook. The expected cost is \$150-250, and the board would cover the cost for the demo. Subsequent installs would be at the individual owner's expense.
  - Mike S provided some examples of the sidewalk strips. The concept uses Thyme and Fescue, rocks and mulch.
- The park steps are in need of repair due to erosion from recent rainstorms
  - Board approved up to \$500 in materials to provide drainage and repair steps
  - Plan for March and will solicit volunteers to assist from the neighborhood

## High Pointe II Homeowners Association

P.O. Box 2766, Silverdale, WA 98383

Email: [highpointeiihoa@gmail.com](mailto:highpointeiihoa@gmail.com) Website: [hp2hoa.com](http://hp2hoa.com)

- There was a recommendation to add a railing to the steps – will require additional research for options and cost.
- Residents around the park have noted instances of loud teens hanging out at the park disturbing nearby residents. As a limited deterrent, the board approved spending up to \$100 to add wording to the sign at the park stating “Adult Supervision Required”

Next regular meeting is on 15 April

Meeting adjourned 10:35

## President's Report Q4, 2022

For the Period October 16-January 14, 2023

Well, here we are, already at the halfway mark. While we might be inclined to say we've done a lot, we could also say--to quote the esteemed, late Jerry Reed--we've got a long way to go, and a short time to get there. Rather than have that as a dismal conclusion, I'd rather just say how glad I am that each and all of you are on this board.

### Some actions since our last board meeting:

#### Communication & Engagement

1. Published 'Fall 2022' Newsletter
2. Timely texts and emails, phone calls, minimized or eliminated delays in responding to inquiries among us and to members and persons external to HP2.
3. Greeted new neighbors Jeff and Patti Riley and Kristin and Neil Singh, all of properties on lower Amethyst Loop, with a personalized welcome email.
4. Alerted members by email of upcoming dues and options for payment, linking the message to our home page.

#### Responsiveness—Recalling we exist to serve our members

1. Helped resolve late-dues situations, teaming with Rita as needed.
2. Attempted but failed by email to persuade the utility truck parker on Caitlin St. to not park there, as that side of the street was established as the sidewalk for Caitlin as a cheap alternative for the county and the developer when Caitlin Heights was established. Followed up with the county and received assurances from Commissioner Ed Wolfe that a county roads person would contact me about the idea of making Caitlin a no-parking zone. Nothing as yet. Commissioner has changed with Wolfe's retirement from office and new commissioner Katie Walters elected. To be invited to our Annual Meeting. BTW, Kathryn joined in the effort and had some dialogue with the company indicated on the truck. Some recent absence of the truck is encouraging.
3. Responded to new neighbor Kristin Singh's inquiry of interest for a 'Little Free Library' and we'll be following up on that.

## High Pointe II Homeowners Association

P.O. Box 2766, Silverdale, WA 98383

Email: [highpointeiihoa@gmail.com](mailto:highpointeiihoa@gmail.com) Website: [hp2hoa.com](http://hp2hoa.com)

4. Fielded at least one expression of interest in the Island Strip idea which had been briefly mentioned in the newsletter.
5. Communicated with three member/neighbors who had some suspicious activity at their property, one activity being criminal. One involved two exterior garage lights being turned off (by an outdoor switch) at the Weller property at 5100 Ebony Court, and on the surface seems harmless. The other, more disturbing, was a vehicle break-in, with theft involved of items from an SUV parked in past-president Randy Corbell's Amethyst Loop at Peridot corner property driveway. Those instances yielded calls to the sheriff's office. The third was an egging at Rita's Peridot Place property.
6. Continuing, two separate incidents occurred since our last board meeting, involving unsupervised youth from Caitlin Heights, one in October and another in December, and both involving unacceptable activities in the play-park. This board, I believe, should consider firmer restrictions on access to the play park by non-residents of HP2, and if enacted form exactly how that restriction would be conveyed and managed. I would ask board members to consider this and options, for discussion at our April board meeting. Sooner if further instances so dictate.

### Financial responsibility

1. While getting things done, financial responsibility continues to be a priority, evidenced by the details of Rita's reports. Thank you, Rita.
2. Dues of \$96/year are equal in number to the dues of the HOA's 1992 founding, but not nearly equal to what the money would buy then. Prior boards, including one I led for 4 years, may be commended for prudence in keeping dues tamped down and unchanged for the last 30 years, but it will be responsible and essential for us to consider a dues adjustment, if not a schedule of adjustments, for the immediate years ahead. Like any HOA, our primary charge is to protect property values. To do so, and to do more than maintain a token existence, we must balance current and anticipated obligations with current and anticipated revenue, while also remembering our purpose—to protect property values.

Mike Stevens, President

1/14/23

High Pointe II Homeowners Association

P.O. Box 2766, Silverdale, WA 98383

Email: highpointeiihoa@gmail.com Website: hp2hoa.com

High Pointe II HomeOwners Association	
P.O. Box 2766, Silverdale, WA 98383	
2023 Proposed Budget	
Approved at Board Meeting - October 15th, 2022	
2023 BUDGET	
<u><b>INCOME</b></u>	
2023 Annual HOA Dues \$96 * 48 homes	\$ 4,608.00
<b>TOTAL INCOME</b>	<b>\$ 4,608.00</b>
<u><b>EXPENSES</b></u>	
Secretary of State - Annual Incorporation Fee	\$ 40.00
Liberty Mutual Insurance - due January 2023	1,644.00
Office Supplies & postage	400.00
Post Office Box 2766 - Annual fee	240.00
Annual Meeting	300.00
Website - Go Daddy / 3 years due 8/2025	230.00
Election Buddy	150.00
Landscaping - HOA common areas	700.00
\$54.50 x 12 = \$654 plus \$346 additional svc	
Bark for hillside - Srping 2023	500.00
<b>TOTAL EXPENSES</b>	<b>\$ 4,204.00</b>
Reserve	\$ 404.00
	<b>\$ 4,608.00</b>

# High Pointe II Homeowners Association

P.O. Box 2766, Silverdale, WA 98383

Email: highpointeiihoa@gmail.com Website: hp2hoa.com

High Pointe II HomeOwners Association			
P.O. Box 2766, Silverdale, WA 98383			
Q4 2022 Treasurer's Report / 2022 Yearly Report			
Bank of America Accounts			
	4th Quarter	2022 Yearly	Notes
<b>Checking Account Beginning Balance</b>		1.1.2022	
10.1.2022	\$ 11,864.47	\$ 10,080.86	
Deposits - Sec of State refund	\$ 20.00	\$ 20.00	
Deposits - Dues paid	\$ 384.00	\$ 2,016.00	2022 - 29 payers / 2021 - 20 payers
PayPal Transfer (10/1/22)	\$ 368.64	\$ 3,412.96	
PayPal Transfer (10/18/22)	\$ 184.32		
Deposit subtotal	\$ 12,811.43	\$ 15,629.81	
<b>Expenses</b>			
GoDaddy Renewal 3-years		\$ 687.04	2018 \$111
GoDaddy Domain renewal 3-years			
Landscaping - Outback Lawn Care		\$ 327.00	
Secretary of State		\$ 40.00	Was \$10 now \$20
US Postal Service		\$ 212.00	13% increase in 2022 / 58% increase since 2019
Materials & Supplies - swing set maintenance	\$ 940.80	\$ 960.76	
Materials & Supplies - Mail box repair / vandalism		\$ 288.38	
HPH Entryway sign - repainting & supplies	\$ 627.09	\$ 627.09	
Materials & supplies - business cards, ink, paper	\$ 70.29	\$ 70.29	
Insurance - Liberty Mutual 2023	\$ 1,307.00	\$ 2,451.00	1.5% increase in 2022 / 35% since 2019
Expense subtotal	\$ (2,945.18)	\$ (5,883.68)	
<b>Checking Account Ending Balance 12.31.22</b>	\$ 9,866.25	\$ 9,866.25	
<b>Savings Account Beginning Balance</b>		1.1.2022	
10.1.2022	\$ 1,488.68	\$ 1,466.47	
Interest Income	\$ 0.03	\$ 0.12	
	\$ 1,466.59	\$ 1,466.59	
<b>Savings Account Ending Balance 12.31.22</b>	\$ 1,488.68	\$ 1,488.68	
<b>PayPal Account Balance</b>			
Payments received			
Money transfer to BotA			
<b>PayPal Account Ending Balance</b>	\$ -	\$ -	
<b>Total Amount in Bank</b>	\$ 11,332.84	\$ 11,332.34	
Rita Flaherty, Treasurer	12/31/2022		