

High Pointe II Homeowners Association

P.O. Box 2766, Silverdale, WA 98383

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

HOA Board Meeting

Meeting called to order 09:10, 04/15/2023

In attendance:

Mike Stevens

Michael Flaherty*

Ben Schwartz

Rita Flaherty

Kathryn Schultz

Anthony Mirhaydari

* Had to leave at 09:50

Absent:

Steve Richard

Bob Paul

The Board approved the minutes from the 14 January HOA Board Meeting

The President provided his 1st Quarter 2023 report (Attachment 1)

- No-parking signs were installed along Caitlin
- All 2023 paid in full by end of 1st quarter
- President asked Kitsap County to put bike/walk stencils on walkway side of Caitlin

The Treasurer reported on current finances and proposed dues increase for CY 2023

- Quarterly financial report for Q1 2023 (Attachment 2 & 3)
 - 2023 Paid in full – 23 check payments, 23 PayPal and 2 Zelle
 - Dues increase imperative to address (no increase for 30 years) to meet bills and future capital improvement projects
 - End of 2022/2023 “free labor” hours total 117.3 hours @ \$35/hour = \$4,103. 75. This understates actual HOA expenses
 - Discussion regarding dues increase all at once or on a “tiered” basis. All in favor of immediate dues increase to \$16/month (\$192 per year) to be brought to vote at Annual Meeting on July 29th effective January 2024
 - Dues increase will also allow for adding to “reserves” each year to meet future Capital Improvement projects (Park2028Plus Plan) and Admin Projects for 2024 (CCRs & Bylaws revision by legal services. Current budget only allows a few hundred dollars to reserves

High Pointe II Homeowners Association

P.O. Box 2766, Silverdale, WA 98383

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

Architectural & Maintenance Committee reports

- No proposals received, or actions observed that need attention.
- Play-park – new sign installed; pathway & drainage remediation is completed!
- Park landscape maintenance - new vendor to start work in May to Oct/Nov
- June 3rd date set for supplemental bark on park hillside & 1-inch crushed rock for apron area of park.
- President provided quote from Green Earth Landscape Management (\$2,171.53) for entryway sidewalk strips plus \$1,100 estimate for plants & rock to fill in strips. Motion to approve both expenses and was approved unanimously.

Old Business:

- Little library upcoming by homeowner Kristin Singh in June or thereabouts
- Stair rail at park was discussed. President will get estimates and it was decided that work should be done this year. Great solution to a Safety issue for access to playpark
- Park28Plus – 5-year plan This is a job for the new board.
- CCRs revision – 2024 Admin Project / President will contact HOA lawyers to facilitate a revision of CCRs, ByLaws and Declaration

New Business:

- Annual Meeting
 - Saturday, July 29th at 10 am in Ebony Court
 - Voting on 2024 Board Members – Current President & Treasurer volunteered to “run again” in same positions if needed.
 - It was suggested to have a more “formal” ballot at the meeting for those running and “fill-in” nominations. Discussion ensued regarding past President remaining on Board for continuity purposes, and the need for current members to assist new Board members to ease transition.
 - Dues increase communication – start communication now via HP2 quarterly newsletter, e-mail and handouts/discussion at Annual Meeting
 - Board will meet on July 15th at 9 am for Annual Meeting preparations/discussions.

Meeting adjourned 10:30

Q1 2023 President's Report

For the Period January 15-April 14, 2023

Some actions since our last board meeting:

Communication & Engagement

1. Published 'Winter '23' Newsletter, including
 - a. Sidewalk Strip project
 - b. Update of CC&R's
 - c. Park work (Swingset)
 - d. Board mulling dues increase, first in 30 years
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. All dues are paid in full by end of first quarter, believed to be a first-ever outcome.

Responsiveness—Recalling we exist to serve our members

1. Created additional means of convenient dues payment, this one without a fee. (Zelle)
2. Kitsap County converted Caitlin St. to a no-parking byway, presumably due to concern expressed about the defacto sidewalk on the road north side becoming a frequent parking location. That was not the requested solution, but it is generally welcomed.
3. Field interest in the Sidewalk Strip initiative, including two who will proposed today.
4. Secretary Jason, VP Ben and I took turns penning updates to our CC&R's. Status of that project is of a continuing nature, and an updated timeline will be discussed at the board meeting. I met with an HOA/Legal-aware professional Megan Henry-Dumpert of Reid Property Management in March, gaining valued input on essential steps to take in updating our governing documents.
5. Play-park improvements, preservation efforts included a completed, significant drainage remediation involving installation of an attractive, functioning dry creek. The work is already helping preserve the integrity of our steps to and from the swingset and moving water past the park to the adjacent ravine. Board volunteers logged numerous hours completing the effort through group and individual work sessions on March 18, April 1 and other days, including Ben,

High Pointe II Homeowners Association

P.O. Box 2766, Silverdale, WA 98383

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

Mike F., Steve and I. A new sign adorns the park with a clear 'Adult Supervision Required' message to enable a more straightforward, appropriate, courteous engagement needed to promptly halt and discourage disorderly conduct.

Financial responsibility

1. All dues fully paid. Wow. Credit many factors (Rita's timely communication with slower payers, website/communication, services being provided members, engagement, etc., etc.)
2. Received two bids in February for drainage remediations, each coming in at over \$5,000. Our do-it-ourselves solution—not an option we will always be able to employ—totaled \$500.
3. On that note, Rita has been responsibly tracking volunteer hours.
4. Communication with members, vendors and realtors serving them are consistently conducted in a professional and cordial manner.
5. (Repeated for emphasis and continuity from the prior quarter's PR) 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

4/14/23

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			
Q14 2023 Treasurer's Report			
Bank of America Accounts			
Checking Account Beginning Balance		2023 BUDGET	Variance
1.1.2023	\$ 9,866.25		
Deposits - Check / Zelle payments	\$ 2,691.00		
Deposits - PayPal	\$ 2,208.46		
(23 checks, 23 PayPal, 2 Zelle)			
Deposit subtotal	\$ 14,765.71	\$ 4,608.00	\$ 291.46 \$3 extra (2 Zelle tests) / 3 yrs prepay (\$288) / PayPal fee excess 0.46 cents
Expenses			
GoDaddy Renewal 3-years		\$230.00	\$ (230.00)
GoDaddy Domain renewal 3-years (due 8/2025)		\$0.00	\$ -
Landscaping - common areas	\$ 677.36	\$700.00	\$ (22.64) Playpark sign, drainage materials & supplies
Secretary of State - Annual incorporations		\$40.00	\$ (40.00)
US Postal Service - PO Box 2766		\$240.00	\$ (240.00)
Materials & Supplies - bark for hillside (spring 2023)	\$ 335.15	\$500.00	\$ (164.85) HP2 entryway sign lights / Safety vests
Office supplies & postage		\$400.00	\$ (400.00)
Annual Meeting		\$300.00	\$ (300.00)
Election Buddy		\$150.00	\$ (150.00)
Insurance - Liberty Mutual 2023 (paid Nov 2022)		\$1,644.00	\$ (1,644.00)
Reserve		\$404.00	\$ (404.00)
Expense subtotal	\$ (1,012.51)		
Checking Account Ending Balance	\$ 13,753.20	\$ 4,608.00	
Savings Account Beginning Balance			
1.1.2023	\$ 1,466.59		
Interest Income	\$ 0.03		
	\$ 1,466.62		
Savings Account Ending Balance	\$ 1,466.62		
PayPal Account Balance			
PayPal Account Ending Balance	\$ -		
Total Amount in Bank	\$ 15,219.82		
Rita Flaherty, Treasurer	3/31/2023		

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

2023													
Date	Check #	CLD	Item	Debit	Credit	\$ 9,866.25	Notes	Admin	Dues	Landscaping	Supplies	WEB	Annual Mtg
1/17/2023	Deposit		Dues		\$ 769.00	\$ 10,635.25	8 dues		\$ 769.00				
1/19/2023	Deposit		Dues		\$ 1.00	\$ 10,636.25	Zelle test - Rita		\$ 1.00				
1/20/2023	Deposit		Dues		\$ 96.00	\$ 10,732.25	Schultz		\$ 96.00				
1/23/2023	Debit		Sign lights	\$ 41.99		\$ 10,690.26	Entryway sign lights			\$ 41.99			
1/24/2023	Deposit		Dues		\$ 96.00	\$ 10,786.26	Bruggman		\$ 96.00				
1/27/2023	Deposit		Dues		\$ 192.00	\$ 10,978.26	Campagna - 2 yrs		\$ 192.00				
1/30/2023	Deposit		Dues		\$ 1,632.34	\$ 12,610.60	PayPal Transfer		\$ 1,632.34				
1/30/2023	Deposit		Dues		\$ 384.00	\$ 12,994.60	4 dues		\$ 384.00				
1/30/2023	Deposit		Dues		\$ 1.00	\$ 12,995.60	Zelle test - Mike		\$ 1.00				
2/1/2023	Debit		Sign lights - sides	\$ 45.85		\$ 12,949.75	Entryway sign lights			\$ 45.85			
2/6/2023	Deposit		Dues		\$ 96.00	\$ 13,045.75	Zelle - Crabtree		\$ 96.00				
2/9/2023	Deposit		Dues		\$ 384.00	\$ 13,429.75	Richard, Starkey, Fultz, Osborne		\$ 384.00				
2/9/2023	Deposit		Dues		\$ 96.00	\$ 13,525.75	Zelle - Stearman		\$ 96.00				
2/13/2023	Deposit		Dues		\$ 96.00	\$ 13,621.75	Wilaiporn		\$ 96.00				
2/20/2023	1223		Mike Stevens	\$ 160.36		\$ 13,461.39	Park sign			160.36			
2/24/2023	Deposit		Dues		\$ 96.00	\$ 13,557.39	Dues - Chaffey		\$ 96.00				
3/3/2023	Deposit		Dues - Doty, Scheffer, Minh		\$ 288.06	\$ 13,845.45	PayPal Transfer		\$ 288.06				
3/6/2023	Debit		Sound Reprographics	\$ 247.31		\$ 13,598.14	Safety Vests				\$ 247.31		
3/20/2023	Deposit		Dues		\$ 384.00	\$ 13,982.14	Wright - 4 years		\$ 384.00				
3/18/2023	1224		Mike Stevens	\$ 51.76		\$ 13,930.38	Rock			51.76			
3/19/2023	1225		Mike Stevens	\$ 26.20		\$ 13,904.18	Mileage			26.20			
3/20/2023	1226		Mike Stevens	\$ 7.08		\$ 13,897.10	Paint			7.08			
3/28/2023	Deposit		Due		\$ 288.06	\$ 14,185.16	Oakley, Re, Higgins		\$ 288.06				
3/29/2023	Debit		Morrison Gravel	\$ 431.96		\$ 13,753.20				\$ 431.96			
YTD 2023				\$ 1,012.51	\$ 4,899.46		\$ -	\$ -	\$ 4,899.46	\$ 765.20	\$ 247.31	\$ -	\$ -