

Heights Meadow Springs
Annual Meeting
April 16, 2026
Amon Creek Elementary School

Minutes

The meeting was called to order at 6:00 pm.

Board Members Present: Jack Weissner, Wally Rutherford, Laurie Williamson, Van Cummings

PRESIDENT'S REPORT

Jack started the meeting by explaining the loss of two long-serving Board members whose contributions shaped our community for many years.

- **Michael Hughes** stepped down from the Board after many years of dedicated service. Michael has been a long-time resident of our neighborhood and consistently brought thoughtful insight and historical knowledge to the Board's work. His commitment and experience have been invaluable, and we are deeply grateful for his years of service.
- **Chris Wilson** passed away last year after a brief battle with cancer. Chris was not only a committed Board member but also an electrician who generously volunteered his expertise to help with lighting and other maintenance projects throughout the neighborhood. We appreciate his dedication and will be greatly missed.

Elections

Al Schauble expressed his interest in serving on the HOA Board. Jack invited Al to introduce himself to the membership. Al shared that he is a retired educator with extensive leadership and volunteer experience. He enjoys living in this neighborhood, and his son recently purchased a home in our community.

Jack brought forward a motion to elect **Al Schauble** to a three-year term on the Board. The motion was seconded, and the membership voted in favor. We look forward to Al's contributions as a new Board member.

Kerri Manterola, our Vice President and webmaster, is up for reelection this year. Van Cummings was recently appointed to the Board to fill the vacancy left by Chris Wilson. Van previously served on the HOA Board, and his leadership experience as well as his long history as one of the first homeowners in the neighborhood have been valuable assets to the Board.

Jack brought forward a motion to elect **Kerri Manterola** and **Van Cummings** to three-year terms on the Board. The motion was seconded, and the membership voted in favor.

Jack reported that two new trees were recently planted on Bellerive to replace trees that had died and been removed. He noted that the Board is pleased with the landscapers' work and the fairness of their pricing. They did not raise their rates for the current year but anticipate a modest increase of approximately 3 percent for next year.

Jack indicated that most of the ACC requests are mainly exterior painting and typically easy to approve.

A homeowner commented that several trees near the retention pond appear to be dying or diseased, and that the condition of those trees has affected some trees on their own property. They asked whether the trees by the retention pond will be replaced. The homeowner also shared that they will be contacting a specialist to evaluate and address the diseased trees in their yard. Jack stated that he will follow up with this matter and take necessary action to remedy the problem. He also stated that homeowners can always reach out to any Board member if they see issues with landscaping and maintenance of common areas.

A homeowner mentioned a problem with kids throwing rocks into the pond. This is an issue because it scares the ducks and rocks can clog the drainage system. They recommended putting a sign near the pond. The Board agreed that a sign would be appropriate and would follow up with this request.

TREASURER'S REPORT

The annual financial statement was distributed at the meeting (**attached**). Wally reported that the Association's financial health remains excellent. This year we brought in more revenue than expenses compared to previous years, due primarily to two factors:

- Consolidating our insurance policies, and
- Reducing the number of CPA-prepared financial statements from quarterly to one comprehensive annual report.

Wally noted that our three big expenses each year are insurance, landscaping, and cost of the CPA firm to manage our finances. Wally and Jack met with our CPA firm and determined that it would be beneficial to transfer the HOA's funds to a GESA account. Previously, the money was held in a trust account that did not earn interest. After the transition, a portion of the funds was placed into CDs with staggered maturity dates, allowing the account to earn interest. With the new GESA account, the Board can now access statements and account information online at any time, rather than waiting for the CPA to produce periodic reports. Wally also noted that the current account balance does not reflect the final reserve amount for the year, as the HOA will still incur expenses throughout the remainder of the year.

Wally explained that our CC&Rs require the HOA to maintain liability insurance for all common-area properties as well as coverage for Board members. Unfortunately, our insurance costs are increasing to approximately \$4,000 next year. This is due to the insurer rating us as a 63-home community instead of the correct 145 homes. The Board will be obtaining updated quotes and shopping for more competitive rates.

A homeowner asked whether the HOA is required to carry insurance or if we could instead pay for any damage out of pocket when needed. Wally clarified that our CC&Rs do require the Association to maintain insurance coverage on all common-area properties and structures, including features such as the entrance signs. Another homeowner suggested a higher deductible could save on insurance costs. A homeowner asked whether the Association could amend the CC&Rs to change the insurance requirements. Wally explained that the Board previously explored updating the

CC&Rs to remove outdated developer-related language, but the amendment process is complex and requires approval from 75% of all homeowners.

A homeowner asked who owns the fences along the frontage of the development, particularly in relation to insurance coverage if any damage were to occur. The Board will investigate the ownership and maintenance responsibility for these frontage fences and report back to the membership once the information is confirmed.

Members discussed the status of the HOA's reserve funds and what would be a desirable amount to carry in reserves. Wally noted that the reserves have continued to grow slightly each year. Based on this steady increase, Wally shared that the Board is considering reducing next year's annual dues to \$175. This potential adjustment will be evaluated further as part of the upcoming budget planning process. The consensus among members was that while it is easier to lower annual dues when reserves are strong, the Board should remain cautious to avoid having to reverse course and raise dues later if unexpected expenses arise. Comments were made about budget planning including allowing for unplanned expenses such as the potential need to replace diseased trees. Laurie noted that a few years ago, the membership voted to install a solar radar speed device, and maintaining healthy reserve levels gives the HOA flexibility to make these types of purchases when needed.

Wally has been investigating whether electronic payments for annual dues are a feasible option for the Association, including the potential costs associated with offering online payment methods. At this time, our CPA firm is not set up to process any form of online payments.

VICE PRESIDENT'S REPORT

Two years ago, our neighborhood applied with the **City of Richland's Neighborhood Traffic Safety Program** which is designed to improve safety in residential areas by reducing traffic speeds or cutting down on cut-through traffic. Kerri recently reviewed the program's online information and noted that several additional neighborhoods have applied. Our neighborhood's traffic data has not been updated since our original application, and we won't have that opportunity until after year three. She pointed out that the City did not factor in our proximity to a school or a heavily-used park. It was also noted that the initial data collection missed traffic from Tiger Lane turning toward Center Parkway—only vehicles on Meadows Dr S were counted. Kerri will continue to follow up with this program.

Homeowners discussed the ongoing concerns related to speeding and cut-through traffic in our neighborhood. Over the past several years, multiple traffic-calming options have been explored; however, the City has updated its policies and no longer permits individual neighborhoods to install traffic-calming devices—even when an HOA offers to fund them. Currently, our only available path is to continue working through the City's Traffic Safety Program.

A homeowner also noted the significant number of vehicles that fail to stop at the intersection of Tiger Lane and Meadows Drive South. Residents who observe unsafe driving or repeated failure to stop are encouraged to contact the City officials who oversee traffic and safety concerns. Individual reports can sometimes prompt additional review or action.

SECRETARY'S REPORT

Laurie mentioned that homeowners can reach out to the Board about concerns or information that they feel would be valuable sharing with other homeowners.

The Board has identified that the Association was originally formed as a for-profit corporation, which is inconsistent with how homeowners' associations are intended to operate under Washington law. HOAs exist to manage and maintain common property for the benefit of homeowners, to enforce covenants, and are typically organized as nonprofit corporations. Correcting this label is simply an administrative update that aligns our corporate status with the purpose of our organization. This change does not affect assessments, ownership rights, or how the Association is governed. The paperwork will be filed with the Secretary of State for a filing fee of \$50.

A motion was made to approve the amendment to the Articles of Incorporation to correct the **Association's corporate status from for-profit to nonprofit and authorize the Board to file the Articles of Amendment with the Secretary of State**. The motion was seconded and the membership voted in favor.

Our Block Party committee recently met and is planning this year's event for **June 16**. Our theme is **Sparkling Summer Social** and will feature Italian sodas. More details about the Block Party will be coming in May and June. If anyone would like to join our committee, please let us know—we would love to have you.

There was no additional new business.

The meeting adjourned at 7:30 pm.

Respectfully,

Laurie Williamson, Secretary