



Annual HOA Board Meeting

October 23, 2022

1 pm

725 S. Alder Lane

Meeting Agenda

- Presidents Remarks – Teresa Lehman
- Introduction of Current Board Members – Teresa Lehman
- Nomination of Board Members – Teresa Lehman
- Proposed 2023 Budget – Nick Spurrier
- Water System Report, New Website – Cameo Sorensen
- 2022 and 2023 Park Projects – Tom Cline
- 5 Year Road Repair Plan – Duke Mehlhaff

Presidents Remarks – Teresa Lehman

- Introduction of Current Board Members
- Rick White Legacy
- Brenda Whitehouse Legacy
- 2022 Accomplishments
- Reorganization of Files and Park Knowledge Databases
- Future Board Notifications – Need everyone's contact information
 - Text- Emergencies
 - Email- Board Minutes, General Information
- Volunteers Acknowledgement
- Board Member Assaulted
- Board Nominations

Board Member Nominations

- Current Board Members
 - President. Teresa Lehman
 - Vice President. Judy White
 - Secretary. Vacant
 - Treasurer. Nick Spurrier
 - Cameo. Water Chairman
 - Tom Cline. Roads Chairman
 - Jeff Beadle. Member at Large
 - Duke Mehlhaff. Member at Large

2023 Nominations

2023 Budget and Assessment Schedule

2023 Purposed Budget

Four Seasons Park Community Club

Total # of Lots

158

Proposed Budget for 2022

Roads	
Maintenance	\$ 17,000.00
Repairs & Paving	\$ 25,000.00
Street Lights	\$ 3,500.00
Plowing/Deicing	\$ 4,500.00
Total Road	\$ 50,000.00

Road Cost Per Lot \$ 314.47

Water	
Water System Management	\$ 15,000.00
Test & Supplies	\$ 10,000.00
Pump House Electricity/Phone	\$ 3,000.00
Water System Parts/Repairs	\$ 12,000.00
Total Water	\$ 40,000.00

Water Cost Per Lot		# of Lots	
PUD Lots	\$	56	\$
Weekend Water	\$ 250.00	4	\$ 1,000.00
Full Water	\$ 393.94	99	\$ 39,000.06
			\$ 40,000.06

General Fund	
Legal/Notary/Permit Fees	\$ 4,000.00
CPA/Audit	\$ 2,000.00
Taxes	\$ 1,200.00
Postage	\$ 800.00
Insurance	\$ 4,000.00
Bookkeeping/ Accounting	\$ 10,000.00
Office Supplies	\$ 1,000.00
Miscellaneous	\$ 2,000.00
Total General Fund	\$ 25,000.00

General Fund Cost Per Lot \$ 157.23

2021 Assessments			
Total PUD Water	\$ 471.70	56	\$ 26,415.20
Total Weekend Water	\$ 721.70	4	\$ 2,886.80
Total Full Water	\$ 865.64	99	\$ 85,698.36
			\$ 115,000.36

Total Budget \$ 115,000.00

Annual Budget Meeting will be Sunday October 23, 2023 at 1:00pm
725 S Alder Ln Port Angeles, WA 98362

Agenda:

- 1) Discuss Proposed Budget for 2023
- 2) Nomination of Board Members
- 3) Yearly Reports on Water, Road, & General Activities
- 4) Discussion of Special Road Assessment
- 5) Statement Interest Fees

2023 Budget

Nonconforming members that don't pay

- Approximately 19% of members do not pay at all.
- Approximately 6% only make one small payment a year or have just started making payment mention of water shut offs and lien placements.
- This makes roughly 25% members that do not pay their assessments on a regular basis.

Enforcing Statement Interest fees:

- Bi-Laws state that 1% monthly interest is to be charged to accounts starting June 15th of each following new assessment in February. So there is a 4 month grace period to pay account off.
- Bi-Laws also state that 25% of total assessment will be charged to accounts on January 1st if accounts from the previous year are not paid off.
- Currently only .01% is being charged each month on assessments. This is why only payments being added to statements as monthly finance charges. The yearly 25% is not being added to over due accounts.
- Starting 2023 these fees will be enforced. These fees will have little to no affect on your accounts off your assessments each year.

Update Contact Information

- New Website – 4seasonspark.com
- Need current text and email information for all members.

Request to Receive Notices

Four Seasons Park HOA
308 S Alder St.
Port Angeles, WA 98362.

June 13, 2022

REQUEST TO RECEIVE NOTICES

Dear 4 Seasons Park Property Holders and Residents:

The HOA Board would like to provide you with both emergency and non-emergency information related to general park matters such as bridge or road closures, water leaks, crime-watch information, snow removal schedules, road repair schedules, scheduled and unscheduled meetings, volunteer work days and other events. We want to contact owners in a manner that will be both efficient and timely, and will meet the needs of each owner.

NOTE: All general information will be posted on <https://fourseasonsparkhoa.com/> as well as on the whiteboard as you exit the park. But we realize some people will not see the whiteboard every day or check the website regularly.

We expect a maximum of two or three urgent-level messages per year. We expect fewer than twenty non-emergency messages per year. If you would like to opt in to receiving information by text or email, please complete the form below and return it to the address above. *Alternat*
fourseasonsparkhoa@gmail.com

Name: _____

4 Seasons Street Address: _____ Owner / Renter (circle one)

Mailing Address, if different: _____

Contact Preferences:

For urgent messages (emergencies, closures & shutoffs):

Text to my cell phone _____

Email to this address _____

Do Not Contact

For non-emergency messages (events, meetings, crime-related and other information):

Text to my cell phone _____

Email to this address _____

Do Not Contact

THIS INFORMATION WILL NOT BE SHARED WITH ANYONE OUTSIDE THE FOUR SEASONS HOA BOARD AND WILL NOT BE USED FOR ANY PURPOSES OTHER THAN THOSE STATED HERE.

If you are not able to receive texts or email and require a regular phone call, please make a note of that here and we will try our best to accommodate your request.

2022 Water Projects Completed

- New Water System Monitoring and Alarm System
 - Texts and Email Alerts
- New Caustics Pump Installed
 - Maintains proper Ph to prevent metals leaching from pipes into water
- New Well Pump Installed
- Corroded Valves
 - Corrosions in pumphouse valves and pipes was cleared to restore proper pressure
- Water Meter Installations
 - None have been installed in 2022
 - Our water system operator has been locating lots with and without meters – we approximately 90% have been installed to date
 - Per Washington State Department of Health, all water system connections were metered as of 1/1/17; Rick was able to get the system a grace period if we made each year

2023 Water Projects

- Water Meter Installations
 - The budget anticipates installing 10 to 12 meters in 2023, as labor availability allows
- Corroded Valves
 - Corrosion has probably gotten a foothold in other valves and pipes; this will be an ongoing maintenance issue for the next few years
- Older PVC Pipes and Connections
 - Many homes in Four Seasons Park are aging past the 50-year mark
 - The Park repaired two major water leaks this summer (2022)
 - Please keep an eye on your property and along roadways so when leaks are found they can be repaired before we have major issues with the system
- Conservation
 - We are lucky to have a spring-fed shallow well that so far has never gotten dry, but our weather has been dry the last several years and we probably expect more of the same. Please conserve whenever possible!