

Minutes Annual Willow Pointe North HOA meeting March 10, 2026, 7:00PM by Zoom.

Quick recap

The annual HOA meeting covered several key topics including community lighting improvements, potential fencing options, and ongoing maintenance issues. Todd presented ideas for enhancing property security and aesthetics, while Steve discussed plans for solar-powered pathway lights and landscape improvements. The board addressed concerns about pest management services being included in the Heritage contract and discussed the need to update the CC&Rs to comply with new state laws regarding voting requirements. The conversation ended with a discussion about upcoming board elections, with no additional nominations received beyond the existing board members.

Next steps

- **Evan:** Follow up with the law firm regarding timelines and costs for updating the CC&Rs to comply with new Washington state laws; complete required compliance updates by end of year.
- **Todd:** Publish year-end financials on the HOA website for member review.
- **Todd:** Get quotes for installing a fence or signage (including at 9th Street entrance and south entrance) and share cost estimates with homeowners for feedback.
- **Steven and Todd:** Get estimates for solar-powered path lighting (including tall and shorter lights and installation costs) and compile a prioritized list of suggested community improvements with cost numbers for the board and homeowners.
- **Steven:** Explore the idea of a login-protected section of the HOA website for owner-only access, with login credentials for each owner (pending individual permissions for sharing contact info).
- **Board (Lucinda Luke to lead):** Draft and pursue an interlocal agreement with Port of Benton to allow HOA maintenance of Port-owned riverfront property, ensuring written permission before any HOA-funded work.
- **Evan/Board:** Prepare and distribute election ballots to all homeowners for board elections within the next couple of weeks; Paul and Josh to serve as ballot counters.
- **Steven:** Develop and distribute door hanger cards with QR code linking to the website for voting/election participation, to improve homeowner engagement and voting rates.
- **Todd:** Verify in CC&Rs the allowable late fee percentage for unpaid HOA dues and implement the 1.5% late fee after 30 days if permitted.
- **Board:** Solicit and compile feedback from homeowners on proposed community improvements (lighting, signage, landscaping, fencing) to help prioritize projects and determine budgeting.

- **Steven:** Post information about the "dawn to dusk" light bulbs (product info or source) on the HOA website for interested homeowners.
- **Board:** Continue to monitor and negotiate with Heritage regarding service costs and ensure value for HOA services (e.g., landscaping, pest management).

Summary

Budget and State Law Discussion

Evan Rosenberg noted that the meeting was not asking for a formal vote on anything and therefore did not require a quorum of homeowners. The group discussed the purpose of the meeting, which included providing a budget and details for state law requirements. The meeting was officially called to order, and roll call of the HOA Board members was conducted.

Washington Occupancy Law Compliance Update

The annual meeting was held to discuss compliance with Washington Common Occupancy Law, where two versions of document updates are pending - a quick fix and a longer-term solution, with the law firm still providing timeline and cost estimates. Steve confirmed that meeting minutes and video recordings were posted on the website, and the group is still working on determining community projects and revising CC&Rs, though the Washington state law changes have affected these plans.

HOA Fee and Maintenance Updates

The HOA board discussed maintaining the current \$1,250 annual fee despite a proposed \$40 per home increase due to higher landscaping costs. Todd proposed adding a 1.5% late fee for unpaid HOA dues within 30 days, which Evan confirmed was allowed under the CC&Rs. The board reviewed ongoing negotiations with Heritage for property maintenance, including a recent reduction of tumbleweed removal costs from \$1,700 to \$1,400. Steve presented plans for installing solar-powered lights along the river path to improve safety and visibility, with estimates of \$200-300 per light unit plus concrete foundations. The board also discussed the need to negotiate an interlocal agreement with Port of Benton regarding maintenance of the riverside property and considered installing tall hedges along 9th Street to block views of the apartment complex.

Fence Installation and Property Rights

The group discussed installing a fence to address tumbleweed issues, with Todd proposing a transparent metal fence. Steven explained that while the HOA owns some property along Ninth Street and a small strip at the south end, most of the land is owned by others, and CC&Rs restrict fencing unless it's between their property and the apartment complex. The group agreed to explore options for a fence that doesn't block sight lines, with Todd planning to get quotes and share them with the community to see if everyone is willing to pay the cost.

Community Improvement Project Planning

The group discussed potential improvements to the community, including monument signage, path lighting, and landscape enhancements on 9th Street. Todd mentioned that

he could seek permission from the Port of Benton for some projects, though Evan warned about current challenges at the port due to administrative issues. Kerry and Steve suggested creating a list of proposed improvements to evaluate budget feasibility, with Todd agreeing to compile the suggestions.

Street Lighting and Pest Management

The meeting focused on discussing lighting solutions, with Steve and Evan sharing information about dawn-to-dusk light bulbs that can be easily installed in existing fixtures to improve street lighting and security. The group also clarified that lawn pest management services are included in the heritage contract, though pest control services for homes, such as spider control remain necessary. Julie raised concerns about the website's reach and requested a list of property owners, but Evan and Steve explained that widely sharing personal contact information would be inappropriate due to privacy and cybersecurity concerns.

Community Website Enhancement Discussion

The group discussed the use and potential improvements of their community website, which is frequently used by real estate agents and potential homebuyers. Steven explained that he maintains the website and is careful to follow cybersecurity protocols, while Julie expressed interest in accessing neighbor information for community-building purposes. The discussion concluded with Steve suggesting that the website could be leveraged to foster community connections, though he acknowledged that he is not an expert in cybersecurity compliance.

HOA Agreement and Election Updates

The board discussed several key topics including the need for an interlocal agreement with the Port of Benton to formally allow HOA maintenance of the riverfront property, which Anne and Steve Wiley agreed to pursue. Evan explained that the CC&Rs need updating to comply with new state laws by 2026, including requirements for a website and changing voting requirements from supermajority to simple majority. The board also agreed to proceed with upcoming board elections, with Paul confirmed as the voting counter, and Steve suggested implementing a QR code system to improve voter engagement.

Attendees

Karen Downs, Ward and Nancy Thompson, Evan Rosenberg, Steve Agni, Kay Gorchels, Todd Saad, Kerry and Nancy Pierce, Julie and Steven Wiley, Paul Cross, Guy and Anne Auld