

**Hansen Park HOA**  
**September Board Meeting Minutes**

September 14, 2021

**I. Call to order**

Aaron Beasley called to order the regular meeting of the Hansen Park HOA Board at 7:00 pm on September 14, 2021 via Zoom.

**II. Roll call - The following persons were present: Aaron Beasley, Shelley Clark, Laura Jepsen, Tom Hall, Marty Zizzi, Lisa Holle, Rachel Moore, Joan Lewis, Erin Gneiting, Peggy, Glenn LeVan, Karen McDonald , Brad and Lorna and Natalie England.**

**III. Minutes – It was moved and seconded to approve the July and August 2021 minutes. Motion carried.**

**IV. Reserve Study, Karen McDonald**

Karen McDonald of Accurate Reserve Professionals walked us through the HOAs recent study for the fiscal year of 2022. (A reserve study is required by the state of Washington.) Currently, the HOA is 69% funded to reserve capacity. Having 70% of reserves is considered to be a favorable position. This puts the HOA at a low risk for a special assessment.

**V. Committees Updates**

Toddler Park – Erin Gneiting presented photos of the new playground structure for the toddler park in the spring of 2022. Part of the structure is shaded. Plans are to keep the fire truck and airplane toys. We discussed raising the height of slides for the older kids to use. The playset is geared for kids from 5 to 12 years of age. The playset is ADA accessible with a new and safe turf-like ground cover. There will be a couple of benches and picnic tables added. The idea is for a safe and long term neighborhood playground. The cost of the play structure is \$170,855.00. There will be a small cost for moving sprinklers, taking a couple trees out and replacing with a different type of tree.

Attorney News – Shelley explained once more that we still do not own some of our common areas and that we have been trying to have the HOAs attorney work with the Hansen Park LLC attorney to get all the parcels turned over to the HOA. She believes that we are getting close to some resolutions with our attorney.

Consent Agenda - Laura presented an invoice from Artistic Landscaping, our groundskeeper, for additional labor. The landscaping invoice is for \$1,091.43.

Tom Hall has incurred pond expenses of \$599.87 and parts purchased with Ewing for \$746.38. This leaves Tom over budget for the year by \$400.00.

After discussion, Shelley moved to pay the bills mentioned, even the over budget pond expenses. A motion to approve paying the invoices was passed.

Annual HOA Meeting - Aaron requested that everyone who leads a committee prepare an overview of what your committee has been up to and plans for future for the Annual meeting on the 21<sup>st</sup> of September.

Aaron said the homeowners signed the petition (against speeding) and issued to the City of Kennewick for consideration.

Joan Lewis suggested that next year, during the board meeting just before the Annual meeting we publicize that they can answer any questions about the budget.

Website / Communications – The HOA website has not been working in the recent months because Word Press is causing “incompatible theme” issues. We need to build a new website first and then move the HOA files over. We need a volunteer to help coordinate this effort.

Financial - Laura reported on financials and shared that the report for August is correct. We will be slightly over budget on landscaping and website only because we had to pay ahead. She bought stamps for mailing the statements. The audit is complete by T-C CPA and the books look good. There are only a few people that are behind on paying their dues. On January 1, 2022 late fees will be assessed.

Pond – Tom is trying to obtain 3 bids from companies that can cover the rock with a type of resin to keep the rocks from sliding into the pond. We need the rocks to stay on the top of the liner to keep it from deteriorating by the sun. He explained that he had to go over his budget to purchase supplies this year by \$400.00. Tom said he won't be needing to spend that much next year so his budget will be going down.

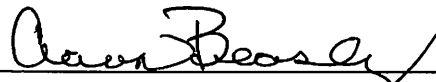
Shelley moved to approve Tom going over budget this year. Marty seconded. Motion passed.

## **VI. Adjournment**

Aaron Beasley adjourned the meeting at 9:28 pm.

Minutes submitted by: Lisa Holle

Minutes approved by:

  
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Aaron Beasley, President

**Hansen Park HOA**  
**Annual HOA Meeting Minutes**

September 21, 2021

**I. Call to order**

Aaron Beasley called to order the annual meeting of the Hansen Park HOA Board at 7:00 pm on September 21, 2021 via Zoom.

**II. Roll call**

The following persons were present: Aaron Beasley, Shelley Clark, Laura Jepsen, Tom Hall, Marty Zizzi, Lisa Holle, Heather Wiser Olson, Rachel Moore, Judy Jennings, Joan and Ted Lewis, Sharon Atkins, Kevin & Donna Lane, Karen McDonald, Whitney Klos, Glenn LeVan, Peggy, Nanette Steward, Natalie England, Coppeto and username "Galaxy S20FE 5G."

**III. Reserve Study, Karen McDonald**

Karen McDonald of Accurate Reserve Professionals walked us through the HOAs recent study for the fiscal year of 2022. (A reserve study is required by the state of Washington.) Currently, the HOA is 69% funded to reserve capacity. Having 70% of reserves is considered to be in a favorable position. This puts the HOA at a low risk for a special assessment.

**IV. Committees Updates**

Toddler Park – Erin Gneiting presented photos of the new playground structure for the toddler park in the spring of 2022. The playset is geared for kids from 5 to 12 years of age. The playset is ADA accessible with a new and safe turf-like ground cover. The cost of the playset is \$170,855.00. There will be a small cost for moving sprinklers and adding a few trees as well.

Attorney News – Shelley explained the history of legal problems and fees that the HOA has incurred over the developer, Hansen Park LLC, not transferring properties to the Hansen Park HOA. We have gone through several attorneys that have not responded to our requests. The fees that we have incurred are less than taking the Hansen Park LLC to court. Our current attorney has developed a list of resolutions of what needs to be transferred that will be signed by Aaron Beasley on behalf of the HOA.

Website / Communications – The HOA website has not been working in the recent months. We are looking for help with getting it back online. It was discussed that we need more of a presence on social media like Facebook, Instagram, etc. Getting email addresses of homeowners is ideal, but difficult to obtain.

Financial - Laura reported on financials and shared that we are on budget and in good shape for the current year. During 2019 and 2020 there were no late fees or interest charged to homeowners with late payments, due to COVID. During 2021 we have also postponed all late fees and will accept any payment plan.

CCRs – Marty explained the service Celski and Associates have been providing to the HOA. The letters to violating homeowners have gone to several houses of repeat offenders. Marty would like to find a different approach, perhaps fining those repeat offenders.

Landscaping – Aaron gave a review of the current status. The grounds look good, but our irrigation system is getting old. We are planning what needs to be fixed and how we will budget for it.

Pond – Tom gave a slide show on the status of the pond. The pond is doing very well. The pesticide he has been using has kept the pond clean. The carp that is in there have been thinned out. He is looking into companies that cover the rock with a type of resin to keep the rocks from sliding into the pond. We need the rocks to stay on the top of the liner to keep it from deteriorating by the sun.

Special Events – Rachel is planning on another Halloween parade on October 30<sup>th</sup> for the neighborhood kids from 4-5:00. The event costs are covered in the special events budget since COVID has restricted us from having any activities since 2020.

## **V. Adjournment**

Aaron Beasley adjourned the meeting at 9:21 pm.

Minutes submitted by: Lisa Holle

Minutes approved by:   
Aaron Beasley, President

# HANSEN PARK HOMEOWNERS' ASSOCIATION

## FINANCIAL REPORTING

FOR THE MONTH OF: Sept. 2021

- Balance Sheet - Previous Yr. Comparison
- Profit & Loss Budget vs Actual YTD
- Profit & Loss for the Month

9:09 AM

10/04/21

Accrual Basis

## Hansen Park Homeowners Association

## Balance Sheet

As of September 30, 2021

	Sep 30, 21	Sep 30, 20	\$ Change
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
Hapo	150,050.96	0.00	150,050.96
Community First Bank	70,349.02	51,679.15	18,669.87
Money Market (Reserve)	91,682.16	119,756.98	-28,074.82
<b>Total Checking/Savings</b>	<b>312,082.14</b>	<b>171,436.13</b>	<b>140,646.01</b>
Accounts Receivable			
Accounts Receivable	43,945.48	53,273.38	-9,327.90
<b>Total Accounts Receivable</b>	<b>43,945.48</b>	<b>53,273.38</b>	<b>-9,327.90</b>
<b>Total Current Assets</b>	<b>356,027.62</b>	<b>224,709.51</b>	<b>131,318.11</b>
<b>TOTAL ASSETS</b>	<b>356,027.62</b>	<b>224,709.51</b>	<b>131,318.11</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	10,010.93	0.00	10,010.93
<b>Total Accounts Payable</b>	<b>10,010.93</b>	<b>0.00</b>	<b>10,010.93</b>
<b>Total Current Liabilities</b>	<b>10,010.93</b>	<b>0.00</b>	<b>10,010.93</b>
<b>Total Liabilities</b>	<b>10,010.93</b>	<b>0.00</b>	<b>10,010.93</b>
Equity			
Retained Earnings	180,607.83	252,187.82	-71,579.99
Net Income	165,408.86	-27,478.31	192,887.17
<b>Total Equity</b>	<b>346,016.69</b>	<b>224,709.51</b>	<b>121,307.18</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>356,027.62</b>	<b>224,709.51</b>	<b>131,318.11</b>

9:10 AM

10/04/21

Accrual Basis

**Hansen Park Homeowners Association**  
**Profit & Loss Budget vs. Actual**  
 January through September 2021

	Jan - Sep 21	Budget	\$ Over Bu...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
HOA Dues Income	189,371.00	188,916.00	455.00	100.2%
Title Co Transfer Fees	1,200.00			
Returned Check Charges	20.00			
<b>Total Income</b>	<b>190,591.00</b>	<b>188,916.00</b>	<b>1,675.00</b>	<b>100.9%</b>
<b>Expense</b>				
Bank Service Charges	25.00	50.00	-25.00	50.0%
Business License & Fees	10.00	25.00	-15.00	40.0%
HOA Relations & Promotion	120.00	3,550.00	-3,430.00	3.4%
Infrastructure Repairs	0.00	10,000.00	-10,000.00	0.0%
<b>Landscaping</b>				
Groundskeeper - Contract	81,984.33	109,000.00	-27,015.67	75.2%
Groundskeeper - Add'l	10,118.79	10,000.00	118.79	101.2%
Pond Expense	4,615.56	4,200.00	415.56	109.9%
<b>Total Landscaping</b>	<b>96,718.68</b>	<b>123,200.00</b>	<b>-26,481.32</b>	<b>78.5%</b>
Liability Insurance	3,194.00	3,300.00	-106.00	96.8%
Meeting Expenses	0.00	200.00	-200.00	0.0%
Office Supplies	24.49	500.00	-475.51	4.9%
Postage Expense	1,895.46	3,500.00	-1,604.54	54.2%
Printing and Reproduction	411.90			
<b>Professional Fees</b>				
Property Management Fees	7,200.00	9,600.00	-2,400.00	75.0%
Monthly Bookkeeping Service	3,750.00	5,400.00	-1,650.00	69.4%
Annual Audit	0.00	1,500.00	-1,500.00	0.0%
Yearly Tax Preparation	375.00	400.00	-25.00	93.8%
Reserve Study	801.00	600.00	201.00	133.5%
Legal Fees	0.00	8,941.00	-8,941.00	0.0%
<b>Total Professional Fees</b>	<b>12,126.00</b>	<b>26,441.00</b>	<b>-14,315.00</b>	<b>45.9%</b>
Property Taxes	1,033.57	3,700.00	-2,666.43	27.9%
<b>Utilities</b>				
Gas and Electric	1,975.80	3,500.00	-1,524.20	56.5%
Irrigation Assessments	10,155.90	10,500.00	-344.10	96.7%
<b>Total Utilities</b>	<b>12,131.70</b>	<b>14,000.00</b>	<b>-1,868.30</b>	<b>86.7%</b>
Taxes	17.00			
Website Maintenance	598.86	500.00	98.86	119.8%
<b>Total Expense</b>	<b>128,306.66</b>	<b>188,966.00</b>	<b>-60,659.34</b>	<b>67.9%</b>
<b>Net Ordinary Income</b>	<b>62,284.34</b>	<b>-50.00</b>	<b>62,334.34</b>	<b>-124,568.7%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
5 Yr Reserve Dues	103,000.00	103,800.00	-800.00	99.2%
MMK Interest Income	124.52	156.46	-31.94	79.6%
<b>Total Other Income</b>	<b>103,124.52</b>	<b>103,956.46</b>	<b>-831.94</b>	<b>99.2%</b>
<b>Net Other Income</b>	<b>103,124.52</b>	<b>103,956.46</b>	<b>-831.94</b>	<b>99.2%</b>
<b>Net Income</b>	<b>165,408.86</b>	<b>103,906.46</b>	<b>61,502.40</b>	<b>159.2%</b>

**Hansen Park Homeowners Association**  
**Profit & Loss**  
**September 2021**

	Sep 21	Sep 20	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Title Co Transfer Fees	150.00	150.00	0.00
Late Payment & Lien Fees	0.00	238.50	-238.50
<b>Total Income</b>	150.00	388.50	-238.50
<b>Expense</b>			
Bad Debt	0.00	85.24	-85.24
Dues/Subscriptions	0.00	14.47	-14.47
Infrastructure Repairs	0.00	4,772.97	-4,772.97
<b>Landscaping</b>			
Groundskeeper - Contract	9,109.37	0.00	9,109.37
Groundskeeper - Add'l	786.38	420.49	365.89
Pond Expense	583.39	0.00	583.39
<b>Total Landscaping</b>	10,479.14	420.49	10,058.65
Office Supplies	0.00	52.00	-52.00
Postage Expense	0.00	54.75	-54.75
<b>Professional Fees</b>			
Property Management Fees	800.00	800.00	0.00
Monthly Bookkeeping Service	500.00	375.00	125.00
Legal Fees	0.00	7,931.90	-7,931.90
<b>Total Professional Fees</b>	1,300.00	9,106.90	-7,806.90
<b>Utilities</b>			
Gas and Electric	216.60	6.39	210.21
<b>Total Utilities</b>	216.60	6.39	210.21
<b>Total Expense</b>	11,995.74	14,513.21	-2,517.47
<b>Net Ordinary Income</b>	-11,845.74	-14,124.71	2,278.97
<b>Other Income/Expense</b>			
<b>Other Income</b>			
MMK Interest Income	5.62	12.89	-7.27
<b>Total Other Income</b>	5.62	12.89	-7.27
<b>Net Other Income</b>	5.62	12.89	-7.27
<b>Net Income</b>	-11,840.12	-14,111.82	2,271.70