

HP HANSEN PARK

Home Owners Association Meeting Minutes

August 8, 2023

I. Call to Order: Aaron Beasley called the meeting to order at 7:02 pm via Zoom.

II. Roll Call:

- Board Members: Aaron Beasley, Joan Lewis, Shelley Clark, Marty Zizzi, Antoinette Fite, Rachel Moore, Thom Moore

III. Approval of Minutes:

Joan moved to approve the July 2023 Board meeting minutes. Shelley seconded. The minutes were approved as presented.

IV. Visitors: Kevin Lane, Lynn Hendricks, Sharon Atkins

V. Consent Agenda: 1. Invoice from Sergio (\$13,978.82: labor, parts) needs to be broken down into more detail. We can approve to pay now though. This will be paid from the Reserves account. 2. Invoice from Tri-City Tax & Accounting (\$3500). It's double (over the budget amount) because we didn't pay it last year. It took them this long to finish and bill us.

Marty moved to approve these invoices for payment. Joan seconded. The motion passed.

VI. Committee Reports:

V.P.: We have a total now of 402 subscribers. Will try to determine how many households are represented. Emails are at a 60% open rate.

Events: Defer to new business.

Treasurer: Full financial reports included in meeting packet. Checking: \$72,293.72. CDs: \$153,091.08. Money Market: \$102,683.01. Total accounts: \$328,067.81. Households owing dues & reserves: 28. Households owing reserves only: 126. Over 90 days: 28. Over \$1000 due: 6. (Four of these have been sent to attorney to get the correct lien filed.) Households on a payment plan: 18. (Average amount owed is about \$200.)

Landscaping: Defer to new business.

ACC: JB is not in attendance but sent an email saying he would circulate an updated paint color document soon.

Pond: TH is not in attendance but sent an email saying that pond activities are stable and normal. Please contact him if you have any questions.

CCR: 1. Sent ten letters since the last meeting. 2. One of these issues may be problematic as it's the third notice. This is a home on Oklahoma and 3rd, and the issue is trash cans being left out. The final warning takes effect in two

weeks. 3. Another issue is the Matthews' property on South Hawaii. They are pursuing legal action against the contractors. They've been asked to clean up the mess and they are working on it. 4. There's been no response back from the homeowner regarding the issue with the chickens. We will not change the covenants to allow chickens to be raised in backyards. At this time, it is unclear if the animals are still there as neither the homeowner or the original complainant has responded.

Communications: The minutes that have recently been emailed out have been posted. The agendas that get mailed out before meetings have also been posted. There's a report from Caleb on the way. So far he plans to continue maintaining the back end.

Security: Currently waiting on replies from Seattle and Walla Walla regarding their block watch programs. This is similar to the old neighborhood watch programs. We would need multiple captains for our neighborhood if we decided to implement block watches.

Reached out to the LDS church and La Serena to see if they'd be interested in sharing costs for Flock cameras a long 4th.

The committee will meet again on August 22nd.

We received the crime stats from KPD. The board may want to publish this report. The stats show an incline in activity. Marty asked if other communities have published this type of info. Kevin said he hadn't checked but he will. Sharon noted that not all of the dots on the report indicate bad things. As an example, she once reported a suspect vehicle, but it turned out it was the car of her neighbors' son's friend.

Kevin asked how would the cameras be paid for if that's what we decided to do? Joan replied that homeowners would have to vote on it first. Shelley added that if homeowners agree and want to pay for them and assess themselves, it would be added to the dues. Cameras are not a reserve expense but an operating expense. Kevin stated the cost to absorb it in the budget would be \$15,000 to \$16,000. Marty noted that the board can increase the dues up to 15% without the vote of the community. And reminded the board that assessments are different than increasing dues. Shelley agreed and asked if this is something we would want to do (increase the dues for cameras without a vote of the community)? Kevin asked when the current assessment ends? Shelley replied in 2024. Aaron stated that the safety committee needs to research and return with the agreed upon recommendation(s). He also added that if cameras were agreed upon the cost would be paid for by the residents.

VII. Unfinished

Paint requirements for HOA-what colors are we accepting in the HOA:
Deferred until next meeting.

VIII. New Business

Annual Mtg/BBQ: BBQ is currently scheduled for August 19th but Rachel states she'll be out of town and what would like to know if she should still plan it or if it can be moved to September 16th. She would still like to see it held at the playground with the hot dogs, ice cream/popsicles and maybe a bounce house and hopefully other vendors. There was discussion that a bounce house may not be needed since we have playground equipment. After some discussion it was agreed to move the annual BBQ to September 16th at the playground. Rachel also stated she needs two big metal garage sale signs. Aaron asked her to put a list together on exactly what needs to be replaced and or repaired and send it to him.

IX. Budget:

The ballots are ready to go out. We will be asking for 2% dues increase per year or actually asking them to approve the whole budget. Discussion followed re: more precise wording for the ballot. Marty read from the covenants section 7.1 which emphasized that the budget doesn't need to be voted on. We do need to inform and notify that the budget needs to be increased and that dues will go up \$8 per year per home. The ballot will also include a vote on the positions of president and CCR chair. The packets will be mailed on August 20th and e-mail notices will go out about a week later.

September 12th meeting will be focused on the budget question and answer session only. There will be no changes made to the budget.

Aaron called for a vote on the wording changes. The changes were approved.

X. Landscaping:

The raised concrete tripping hazards need to be fixed. Either removed and repoured or sanded down. Aaron is waiting on a full estimate. This will be a reserve expense. Sharon noted that there is a raised area on the South side of 4th. Aaron replied that the city should take care of that issue.

The pavement at the basketball court is very slick and needs to be resurfaced. This will be a reserve expense. Aaron will get estimates.

Received a letter regarding our storage unit stating that proof of insurance has to be provided or they will add their own insurance which will increase our monthly fees. We should still try to find an area where we can build our own storage unit. We need a unit to store our signs, paperwork & chemicals. Maybe a spot at the playground or somewhere near the pond. Hopefully we

can also add a mail slot. In the meantime, Aaron will send in a copy of our insurance information (declarations page) and hopefully it will be accepted.

XI. Washington State Community Associations Institute (WSCAI.org):

This is an organization that serves the educational business and networking needs of HOA's. Aaron has asked if they can hold their next convention here in the tri-cities. Membership costs \$375 per year. Aaron would like us to consider joining this association.

XII. Roundtable:

Joan noted that there was a recent article in the Tri-City herald that stated Hanson Park is no longer on the list as a possible location for a dog park.

Adjournment

Joan moved, Shelley seconded, members approved and Aaron adjourned the meeting at 8:50pm.

Submitted and signed: 
Antoinette Fite, Secretary

Approved and signed: 
Aaron Beasley, President

HANSEN PARK HOMEOWNERS' ASSOCIATION

FINANCIAL REPORTING FOR THE MONTH OF: July 2023

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

7:10 AM

08/02/23

Cash Basis

Hansen Park Homeowners Association
Balance Sheet
As of July 31, 2023

	Jul 31, 23	Jul 31, 22	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Hapo	153,091.08	103,091.08	50,000.00
Community First Bank	72,293.72	97,951.40	-25,657.68
Money Market (Reserve)	102,683.01	54,328.18	48,354.83
Total Checking/Savings	328,067.81	255,370.66	72,697.15
Accounts Receivable			
Accounts Receivable	-1,492.02	-2,656.91	1,164.89
Total Accounts Receivable	-1,492.02	-2,656.91	1,164.89
Total Current Assets	326,575.79	252,713.75	73,862.04
Other Assets			
Accumulated Depreciation	-5,489.72	0.00	-5,489.72
Total Other Assets	-5,489.72	0.00	-5,489.72
TOTAL ASSETS	321,086.07	252,713.75	68,372.32
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
Card Service - 3309	30.98	0.00	30.98
Card Services - 3317	70.00	0.00	70.00
Total Credit Cards	100.98	0.00	100.98
Total Current Liabilities	100.98	0.00	100.98
Total Liabilities	100.98	0.00	100.98
Equity			
Retained Earnings	171,879.59	283,297.35	-111,417.76
Net Income	149,105.50	-30,583.60	179,689.10
Total Equity	320,985.09	252,713.75	68,271.34
TOTAL LIABILITIES & EQUITY	321,086.07	252,713.75	68,372.32

7:11 AM

08/02/23

Cash Basis

Hansen Park Homeowners Association
Profit & Loss Budget vs. Actual
 January through July 2023

	Jan - Jul 23	Budget	\$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
HOA Dues Income	182,564.78	188,916.00	-6,351.22	96.6%
Title Co Transfer Fees	450.00			
Total Income	183,014.78	188,916.00	-5,901.22	96.9%
Expense				
Bank Service Charges	0.00	50.00	-50.00	0.0%
Business License & Fees	20.00	25.00	-5.00	80.0%
HOA Relations & Promotion				
Events	0.00	3,000.00	-3,000.00	0.0%
Welcome Committe	75.00	250.00	-175.00	30.0%
Total HOA Relations & Promotion	75.00	3,250.00	-3,175.00	2.3%
Infrastructure Repairs	0.00	1,500.00	-1,500.00	0.0%
Landscaping				
Groundskeeper - Contract	88,579.91	116,500.00	-47,920.09	58.9%
Groundskeeper - Add'l	7,638.30	9,000.00	-1,461.70	83.8%
Playground Maintenance & Design	0.00	1,500.00	-1,500.00	0.0%
Pond Expense	2,326.98	6,000.00	-3,673.02	38.8%
Snow Removal	0.00	1,000.00	-1,000.00	0.0%
Trees Maintenance Program	10,130.52	15,000.00	-4,869.48	67.5%
Total Landscaping	88,575.71	149,000.00	-60,424.29	59.4%
Liability Insurance	3,646.00	3,600.00	46.00	101.3%
Meeting Expenses	0.00	200.00	-200.00	0.0%
Office Supplies	129.26	400.00	-270.74	32.3%
Postage Expense	870.28	1,000.00	-129.72	87.0%
Printing and Reproduction	112.40	800.00	-687.60	14.1%
Professional Fees				
Monthly Bookkeeping Service	3,500.00	7,200.00	-3,700.00	48.6%
Annual Audit	0.00	1,800.00	-1,800.00	0.0%
Yearly Tax Preparation	3,875.00	400.00	3,475.00	968.8%
Reserve Study	400.50	1,051.00	-650.50	38.1%
Legal Fees	750.00	3,000.00	-2,250.00	25.0%
Total Professional Fees	8,525.50	13,451.00	-4,925.50	63.4%
Property Taxes	779.79	1,100.00	-320.21	70.9%
Utilities				
Gas and Electric	1,568.00	3,000.00	-1,432.00	52.3%
Irrigation Assessments	11,063.78	11,000.00	63.78	100.6%
Total Utilities	12,631.78	14,000.00	-1,368.22	90.2%
Federal Taxes	2.00	190.00	-188.00	1.1%
Website Maintenance	186.94	350.00	-163.06	53.4%
Total Expense	115,554.66	188,816.00	-73,261.34	61.2%
Net Ordinary Income	67,460.12	0.00	67,460.12	100.0%
Other Income/Expense				
Other Income				
5 Yr Reserve Dues	82,948.52			
MMK Interest Income	196.92			
Total Other Income	83,145.44			
Other Expense				
Reserve Expenses	1,500.06			
Total Other Expense	1,500.06			
Net Other Income	81,645.38			
Net Income	149,105.50	0.00	149,105.50	100.0%

7:10 AM
 08/02/23
 Cash Basis

Hansen Park Homeowners Association
Profit & Loss
 July 2023

	Jul 23	Jul 22	\$ Change
Ordinary Income/Expense			
Income			
HOA Dues Income	2,577.24	3,292.00	-714.76
Title Co Transfer Fees	150.00	75.00	75.00
Total Income	2,727.24	3,367.00	-639.76
Expense			
Bank Service Charges	0.00	50.00	-50.00
Landscaping			
Groundskeeper - Contract	9,797.13	9,109.37	687.76
Groundskeeper - Add'l	1,079.88	922.51	157.37
Pond Expense	231.12	1,127.99	-896.87
Trees Maintenance Program	2,500.00	0.00	2,500.00
Total Landscaping	13,608.13	11,159.87	2,448.26
Office Supplies	0.00	158.10	-158.10
Postage Expense	-3.04	0.00	-3.04
Professional Fees			
Monthly Bookkeeping Service	500.00	500.00	0.00
Yearly Tax Preparation	3,500.00	0.00	3,500.00
Total Professional Fees	4,000.00	500.00	3,500.00
Utilities			
Gas and Electric	194.75	212.69	-17.94
Total Utilities	194.75	212.69	-17.94
Website Maintenance	30.98	23.50	7.48
Total Expense	17,830.82	12,104.16	5,726.66
Net Ordinary Income	-15,103.58	-8,737.16	-6,366.42
Other Income/Expense			
Other Income			
5 Yr Reserve Dues	1,798.22	2,362.00	-563.78
MMK Interest Income	34.42	8.02	26.40
Total Other Income	1,832.64	2,370.02	-537.38
Other Expense			
Reserve Expenses	0.00	50,493.50	-50,493.50
Total Other Expense	0.00	50,493.50	-50,493.50
Net Other Income	1,832.64	-48,123.48	49,956.12
Net Income	-13,270.94	-56,860.64	43,589.70