

Minutes - Nisqually Estates HOA Annual Meeting 2022/23

Nisqually Estates Homeowners Association

Saturday October 22nd at 9:30am

Via Google Meets

1. Homeowner Sign-in and Proxy Verification:

List attendees: Kathy Fields, Betty Boster, Jamie Hill, Linda Hill, Rob Mendel, Nathan & Melissa Worthington, Steve Jasper, Joe & Robyn Brandfas, Lena Pilor, Tara Jaksha, Amanda Ellis, April Newman, April Alimbuyao, Daliza Roche Martine, Micheal Odion, Justin & Linda Suina, Lynda Newcomb, Mary Beth Zuker, Robet Shintatu, Staci Dilg, Stephine Lewis, Jonathan Dansby, Robert Faulconer, Amos & Nathalia Sang, Tessa Novak, Frank Symaski, Travis Wilkinson

Proxies: Kari May, Kara Jones, Nick Thompson, Ken McCulloch, Shawndel Deutsch, Imadell Badeaux, Sabrina Thompson, Brent Shintaku, Richard Bowles, Donald McCall, Andrew Rigel, Bonnie Miller,

2. Quorum Reached if 30 members are present or we have proxies per our bylaws.

(Meeting will start once quorum is achieved, but not later than 9:30 AM) Quorum Achieved

Announcement: recording of any part or whole of this meeting is prohibited by Washington State. It is a crime to record a private conversation without the consent of all participants

Section 10 of our ByLaw's allow for telephonic meetings: the members may participate in a meeting of the members by means of a conference telephone or similar communication equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence in person at the meeting.

***** Rules for meetings moving forward.

We will go through agenda and will ask for questions no more interrupting

3. Introduction of Current Officers:

- a. President: vacant
- b. Vice President Melissa Worthington - I been the neighborhood for 6 years loves being to able to help and be part of the neighborhood
- c. Treasurer: April Newman- loves meeting and getting to know the residence.
- d. Secretary: April Alimbuyao- has a background in finance and is happy to be part of the community.
- e. ACC Chairperson: Tara Jaksha currently selling her home so she did not continue on the board. She enjoyed getting to know the residence and homeowners.

4. Motions/approvals

- a. Motion made by April N, and second by Melissa to approve the August 15th, 2022 meeting minutes **Approved 4:0**

5. Financial Report: - April Newman

- a. Financial Status (account balances and anticipated expenses)

- i. Savings (Reserve) \$24,412.99 and Checking \$43,469.59 as of Oct 22,2022
- ii. Bank statements shown: August 2022, Sept 2022
- iii. 2023 Budget
 - 1. Dues for 2023, \$198.45 (board 5% increase)
 - 2. Expenses for 2022 vs 2023 Lawn care had increased they have not raised there price since 2017
 - 3. A motion was made by April N. and seconded Melissa to formally approve a 5% raise in dues for 2023 year. **Approve 4:0**
 - 4. A motion was made by April N and seconded Tara to formally approve the budget for 2023 year. **Approve 4:0**
- iv. Taxes and SOS Filings: to be done (just got SOS in mail) due by the end of Nov.
- v. insurance Costs \$2309 has not gone up

b. Bills:

- i. Lawn Pros: \$846.30/Mo: AutoPay until Jan. then new price comes in effect.
- ii. Yelm Water: \$78.58 water this year was basically just to test the irrigation system
- iii. Lawyer: \$531.97
- iv. Insurance: paid until feb 2023
- v. Other Expenses:
 - 1. Stamps, labels and Envelopes- \$110.56
 - 2. post office: 190.00 (will be paid by the end of month) need to contact the post office \$60+ since last year. it is covered in budget it just will be part taken out of stamps and envelopes.
- vi. Deposits besides dues:
 - 1. Violation Fine(s)
 - a. August (1) - \$280
 - b. September (2) - \$ 470
 - c. October (1) - \$ 719.02
 - 2. Title Transfer fee (250 each):
 - a. August (0) - \$0
 - b. September (2) - \$ 500.00
 - c. October (1) - \$ 250.00
 - 3. Lien payment
 - a. August (1) - \$1,155.54
 - b. September (0) - \$ 0
 - c. October (2) - \$ 1,110.94, \$713.98
- vii. 2022 Dues Status 118 out of 120 Paid as of 10/22/22
 - 1. 2023 Fist Billing November Due Jan 1st 2023
 - 2. Late Fee starts Jan 15th 2023
 - 3. Liens place 30 days after due date (by March 1st)
 - a. Financial notices first week each month for past amounts due
 - 4. Lien status (Total # of Liens, # of Properties with Liens):

- a. Total liens 4-3 properties
 - i. one new lien for non payment of fines
- 5. Halloween Prizes: approved by board 10/6/22 by text
\$75 gift card for 1st in decoration contest, \$50 gift card 2nd in decoration 20 for participation drawing.
\$15 for 1st in pumpkin carving 10 for second.
- 6. Motion made by April N. to move \$15,000 from checking to savings
second by Melissa approved 4:0, Transferred right after meeting so it didn't get missed.

Questions

1. Rob Mendel: A reserve study is clearly required by the RCW for HOAs (RCW 64.90.945). Why hasn't one been conducted? Is there one budgeted for 2023?

Answer: Reserve study- according to both lawyers we do not need. HOAs are not required to undertake such based on not having significant assets and common areas or buildings, which we do not have. April N. Read out loud the RCW.

2. Rob Mendel: Has the Reserve contribution identified in the approved 2022 budget (\$3,764.84) been made this year?

Answer: Not yet, we also noticed previous years have not been moved either. We just made a motion to move \$15,000 to savings. This year is not over yet.

3. Rob Mendel: How is it that the insurance premium in the 2023 Budget is projected to decrease over \$500 from the previous year when the industry is projected to raise rates 5-8% and we have a recent claim history for mailboxes?

Answer: We have had no claims and we will not be changing anything with our policy. The amount is what we paid this year.

4. Rob Mendel: When was our last stormwater drain inspection and backflow testing conducted? Is that included in the budget for 2023? Those are usually required by the local municipality or county government.

answer: This is the City of Yelm responsibility. According to them it's a couple more years before they will inspect it again. They did say our ponds and storm systems are one of the best in Yelm. drainage studie, the contact for back flow is on vacation and should be contacting April N. on Monday 10/24/22

5. Rob Mendel: What was the actual income generated from "transfer fees" in 2022? Where is the projected revenue from transfer fees in the budget for 2023?

Answer: looking through the past budgets but none have this as part of it. The lawyer said The housing market flexirates so it's not necessary since this is not from dues and part of the overall budget, but the average for over the past 5 years is 7 homes. $7 \times 250 = 1,750$

6. Rob Mendel: Who prepared the tax submission for the IRS in tax year 2021 and submitted in 2022? Was there a charge for tax preparation or audit of the association?

Answered in a previous meeting. Was done by Melissa in March, no Charge or audit needed from last year.

7. Rob Mendel: There seem to be a significant amount of contest prizes, yard sale costs, and other miscellaneous costs. About how much is that per year and is that captured in the budget anywhere?

Answer: Rob you're the one who wanted the prize amount raised. In the past years this was under the Annual Meeting/printing/documentation. Also from House sells title transfers. only 3\$ was spent on the Yard sale. The "Caution Sidewalk Construction" was made from items Melissa already had and did not charge the HOA. She had 20 copies printed for the first yard sale when it was over she collected the flyers and reused them for the one in Sept.

6. **Architectural control Committee**- Acc Report- Tara

Current Members: Staci Dilg, Robyn Brandfas, and Board

- a. Drive around date(s): 8/16/22
- b. Request: (7) Paint, (2) Garden/flower bed, (5) Roof, (5) Fence, (4) Tree
- c. Notices and Violations:
 - i. August - 18 notices
 - ii. September-1 notice
 - iii. October-2 notices
- d. Fines: billing went out 9/5/22 10/8/22
 - i. August - 18 notices
 - ii. September-
 - iii. October
- e. Reminders: street parking: cars can only be parked without moving for a max of 3 days, all cars must be considered driveable (tabs must be current, no flat tires on any vehicles in neighborhood including parked in driveway). Remember to turn in ACC requests BEFORE project is beginning. We technically have 30 days to respond although we like to respond sooner.
- f. ACC Guidelines Update highlights- violation process, dogs, chickens, solar panels
- g. Goal for next year-yards with at least 70% seed (grass not weeds) and street trees if we get a group of homeowners we could do a group pricing for removal and replacing.

Questions:

1. I have four dogs I have since I moved in they are not service animals and are registered through yelm, do what can I do I'm not getting rid of my animals.

answer: You are grandfathered in if you were moved in before the meeting. We voted for it. It states in the city of yelm and thurston county the max of dogs. we just added it to the guidelines.

2. Can we use Artificial grass/turf?

answer: as of right now no. the lawn needs to be 70% seeded lawn.. will be looking into it.

exploring types that would be aesthetically pleasing. Already dealing with WEEDS

3. Linda Suina The wood fence that is around the neighborhood in the 105th side that divide us from the next property is not part of that? Or that fence belongs to each homeowner in that side?

answer: The HOA owns the fence that is not shared with homeowners. Homeowners are responsible for the fences.

4. Solar panels. What if our house faces the sun can we add it on there.

comment: Nathan Worthington if you have a roof that isn't black, it can limit your availability to

install solar. Unless there are color options on the market for the panels themselves. solar panels aren't really that unsightly and would help homeowners with the rising energy costs. i do caution that there is a possibility of backfeeding the system, therefore i suggest a licensed professional be required in the request to prevent fires within the neighborhood

Rob Mendel I believe they do make panels and brackets in various colors. Certainly they make them in black and would blend in nicely with most roofs.

we will look in the the laws some more and find examples before we move forward

7. Old Business

- a. Second Yard sale - the yard sale in September had a very good turnout of people and each day about 5-13 homes participated.
 - i. HOA posts on all social media, posts on websites, put out signs, flyers at local places and Best way is by word of mouth. also reused the signs from june just to change the date and re-laminated them.
- b. Park-April N
 - i. Park Vote from Ballots- is it approved to move forward with (66%) Not Approved. will remain in maintenance status.
yes- 23- 19% of 120 lots
no- 11
- c. City of Yelm sidewalk replacement project.
 - i. Irrigation- Lawn Pros Fixed and got it weatherized for winter. water turned on only testing irrigations. lawn pros says its well established grass and not watering it will not hurt it.
- d. Community BBQ- have postponed until June 2023. we was focusing on getting irrigation fixed

8. New Business

- a. Things we have accomplished over the last year.
 - i. The sidewalk from the park to Brighton
 - ii. Managing city for there sidewalk project and updating the residence
 - iii. Work party and help for homeowners struggling with their lot.
 - iv. Thanksgiving and Christmas families help with dinner and gifts.
 - v. 60+ homes participated in the contest.
- b. Christmas light/decor contest- will be having it this year. To help with the morale of the neighborhood. Like last year anyone who lives in Nisqually meadows (renter/homeowners) can participate, One vote per residence. More information will be out in Nov/Dec.
 1. Motion made by Melissa Worthington for Trivia prizes to be \$15 first place, \$10 Second place. seconded. by April A. **approved 4:0**
 2. Motion made by Melissa Worthington for Christmas decoration contest prizes to be \$75 first place, \$50 Second place. drawing \$20 seconded. by Tara J. **approved 4:0**
 - i. Halloween decor contest: Voting to be from the oct 24th-31st anyone in the neighborhood can participate. one vote per a household, Board members are eligible for this contest. prizes handed out the week after halloween. see QR code
 1. Motion made by Melissa Worthington for pumpkin carving contest prizes to be \$15 first place, \$10 Second place. seconded. by Tara 10/1/22 **approved 4:0**

2. Motion made by Melissa Worthington for Halloween decoration contest prizes to be \$75 first place, \$50 Second place. drawing \$20 seconded. by Tara 10/1/22
approved 4:0

- c. Irrigation at second entrance. This next year we want to see what it takes to get the water at the second entrance back on.

Reason 1- Olympic pipeline would like to replace a couple of trees that are on the property. We would like to ensure that the trees survive. We need them watered. We have chosen off the list for the city of yelm the Rocky Mountain Glow maple. We will be working with the Olympic Pipe line on the replacement. There are several nursys in the area that have this tree.

Reason 2- why should it only be the first entrance when the second one gets used just as much. In the future we will try to get irrigation in other areas.

- d. Digital payment through websites. if paying dues this way 5% and 30 cents will be added to the dues amount. $198.45 + 5\% \times 30 = 208.67$

What about paypal? Melissa went to set paypal up and then the account got hacked and they took 250, after canceling cards and changing information we got the money back. Melissa canceled paypal so it would not happen again. Will look into the website and see if they include a cheaper one.

This would be great. since lots don't have checks and such any more.

Melissa is available monday-thursday 8am-8pm to help collect dues as well.

- e. Announcement of Board of Directors Election Results. please stay after for executive meeting
Nominations and Elections to the Board of Directors for the Coming Year: Announcement of Board of Directors Election Results below

- i. Melissa Worthington-22 votes
- ii. April Newman-23 votes
- iii. April Alimbuyao - 17 votes
- iv. Elena Pilor- 19 votes
- v. Corrine Wolford unable to attend meeting (made previous arrangement with current board). 8 votes
- vi. Robyn Brandfas- 17 votes
- vii. Rob Mendel- 18 votes
- viii. Devin Jones- is not able to join the board due to getting orders to be shipped out. Just found out. 3 votes
- ix. written in

After the first count we had a three way tie. Melissa and April printed all digital ballots to help with recount. April N. Went through each ballot and had the members count with her. there was still a tie so the top four who had the most votes chosen in the executive meeting better April A and Robyn Brandfas. April A was chosen for the 5th spot

2023 Board members- April Newman, Melissa Worthington, April Alimbuyao, Rob Mendel, Elena Pilor,

9. **Open Forum for Comments and Questions:**

- a. Rob Mendel: There is a lot of reference in previous minutes about votes conducted by text messaging or email. Who is preserving those records and can the membership see those?
Answer: Lawyer said if it is stated on the minutes we don't need to show the messages or emails. His example was do we take video when doing a hand raise vote or verbal vote. no people don't
- b. how do we receive emails fill out a consent to receive form on the web site and send it in.
<https://www.nisquallymeadowshoa.com/forms-and-links>
- c. Maybe the HOA Board can clean up the mailstands after they remove their posting? we will try better when it was hot it just made a big sticky mess so those didn't get done. if any one see this they can help clean it up as long our stuff don't get removed. and its a product that wont ruin the mailbox. and let the board know you did it.
- d. is there a better way to attach things to the mail box. like those boxes.
answer mailboxes are not maninic and those boxes don't keep out moisture like they should. could cost more in the future.
- e. can we meet in person next year or do a hybrid?
answer. We tried doing a hybrid this year. The place didn't have wifi and hotspots drained by phone and data. everything we tried didn't work. The state of washington is technically still in emergency Hybrid would work great for those not here locally. check out other places that we could hook up laptop/ projector suggested City of Yelm or other Conference rooms, Timberland Regional Library
- f. Rob Mendel I would like to request that all ballots and proxies be preserved in case there is a legal challenge.

10. **Next HOA meeting will be held:** Next HOA Meeting Monday December 12th @ 6:30pm via google

meets

HOA Meeting Schedule- December, February, April, June, August, Annual October.

Annual Dues Due January 1st each year, Consider late on January 15th

11. **Adjournment Time 12:45 am**

Minutes approved by proper vote of HOA Board as indicated by the Signatures below

Esigned: April Newman 3/1/23

Esigned: Melissa Worthington 3/1/23

Minutes - Nisqually Estates HOA Executive Meeting 2022/23
Nisqually Estates Homeowners Association
Saturday October 22nd at 8:00pm
Via Google Meets

Executive Board Meeting October 22, 2022

Members Present: Melissa Worthington, April Newman, April Alimbuyao, Rob Mendel, Elena Pilor

President - April Newman

Vice President - Melissa Worthington

Treasurer - Elena Pilor

Secretary - Rob Mendel

ACC Chair - April Alimbuyao

Motion made by Melissa and second by April A. to approve board members into the positions listed above to serve as the board of directors for 2023. Approved 5:0

Motion made by Melissa and second by April N to approve the adding Staci Dilg, Linda Hill, Corrine Wolford to serve as the ACC committee for 2023. Approved 5:0

Motion made by Melissa and second by April to approve the adding Elena to the BECU Bank checking and Savings account. Approved 5:0

Minutes approved by proper vote of HOA Board as indicated by Signatures below

Esigned by: April Newman 11/11/22

Esigned by: Melissa Worthington 11/11/22