



Rocky Point Heights Community Club

May 28, 2021 Annual Meeting Minutes

MINUTES APPROVED AT 5/26/2022 ANNUAL MEETING

Open Meeting: Carlos

Carlos Veliz opened the online meeting at 7:05 pm

Pledge of Allegiance led by Carlos Veliz.

President's Report

The primary responsibilities of the Board of Trustees are to 1. Provide safe and reliable water. 2. Work together as a Board to help sustain the value of our properties and to encourage other homeowners to maintain the beauty of our neighborhood. 3. All other efforts are additional to encourage all neighbors to pitch in, to be involved, to take pride in our neighborhood

Trustee Member Attendees:

Present: Carlos Veliz (President), Gordon Bowman (Vice President), Jack Baker (Secretary), Jon Arnold (Trustee) Darrell Macke (Trustee)

Not present: Dwight Perkins (Treasurer), Edgar Guzman (Trustee),

Resident Member Attendees:

	Name	Address
1	Carlos Veliz	527 Island View Drive
2	Gordon Bowman	910 Vicky Place
3	Jack & Karen Baker	985 Rocky Terrace
4	Jon Arnold	557 Island View Drive
5	Darrell & Linda Macke	975 Karen Ann Drive
6	Dave Bennitt	950 Karen Ann Drive
7	Fakhereddine Berrada	916 Vicky Place
8	Harold Beyea	953 Karen Ann Drive
9	Christine Buchanan	965 Rocky Terrace
10	Doug & Ruth Fries	533 Island View Drive
11	Kong Ma	686 Island View Drive
12	Dwain & Beverly Shaw	915 Karen Ann Drive
13	Toliy Yevtushanko	694 Island View Drive

Resident Member by Proxy:

	Name	Address
1	Lawrence & Jill Erwin	939 Karen Ann Drive
2	Dave Drinnon	971 Karen Ann
3	Dwight Lawseth	910 Valerie Drive
4	Joanna Dobbs/Charles Pratt	985 Camrose Ct.
5	Brian Wiedmann	664 Island View

6	Eric Gustafson	509 Island View
7	Dwight Perkins	521 Island View
8	Edgar Guzman	903 Vicky Place
9	Sandra Champion	924 Karen Ann
10	Michael Travis	536 Island View

Introduction of Board of Trustees

Jack Baker introduced the current Board of Trustees.

Jack – Asked attendees to introduce themselves.

Each attendee introduced themselves and gave their address.

Jack –Confirmed the meeting has a quorum.

With the proxies submitted and those present we have a quorum for this meeting.

Approval of Minutes from last year: Jack

The minutes of the November 20, 2020 meeting did not get posted on the web site for people to view therefore could not be approved. *The minutes including the budget, balance sheet and profit & loss statement will be added to the web site.*

Call for additional agenda items: Carlos*

No additional items were suggested.

Reports & Committees

Treasurer's Report: Jack in Dwight's absence

The annual assessment in the past did not require funds be directed to operations because of money previously collected. Those funds have been used and future assessments will be divided between operations and infrastructure maintenance and improvement. The 2021 \$360.00 annual assessment will be allocated with \$115.00 to RPHCC operations such as utilities, insurance, accounting & legal support. \$245 will be allocated to infrastructure current and future improvements and maintenance. The 2021 budget is a work in progress as we negotiate construction cost with the contractor. (See attached 2021 budget worksheet revised 3/18/2021, January through April 2021 Profit & Loss vs. Actual, and the Balance Sheet as of April 30, 2021)

Combined water system (CWS) report: Jack

Chuck Pratt asked to be replaced as the second RPHCC CWS board representative. David Bennett was approved as a RPHCC representative to CWS by the RPHCC Board by email vote in December.

CWS paid for draining, inspecting, and cleaning the RPH water storage tank.

CWS will reimburse RPHCC that portion of our upgrade for services on James Way outside RPH and for moving a pressure regulating structure that serves Huntington Store and two residences on Camano Drive. CWS is planning capital improvements this year, the Brentwood committee members are handling the details with work being contracted in phases. The first phase to extend and upgrade the pump house structure is scheduled to start and be completed in June. The construction will allow the chlorine injection equipment to be moved to a separate room to minimize corrosion to the pumps. Phase 2- quotes are being researched for a much-needed new engine generator. Phase 3 - Electrical and instrumentation will be a separate contract.

Water maintenance committee report: Jack

The engineer's estimate for our upgrade was between \$450,000 and \$500,000. The low bid was \$814,381.49. We are negotiating changes in bid items with the contractor, and it appears we can get the costs down to about \$701,000. I hoped to be able to be the engineer's resident project representative (RPR) but that may not be possible depending on my work schedule at Warm Beach for PUD. If I cannot be on site full time during construction, I have two people who have agreed to accept training from our engineer to fill the required observation and reporting function. This effort will save RPH approximately \$20,000. I spoke

with Darla at USDA-RD about our loan. Darla said we could apply for an additional \$49,000. Darla also said the loan interest has dropped to 2.25%. When we first started researching grants or loans the fee was over 3%.

Building/Design Committee report: Darrell

Plans for the addition of a garage were submitted, reviewed, and approved by the Board. We just got home from a trip this afternoon, so I have not looked to see the progress of that project. Since arriving home, a neighbor told me someone was starting to build a shed that appeared to exceed allowable height. I will look into that. **Carlos:** That member needs to be reminded plans need to be submitted to the building/design committee and approved by the Board.

Welcoming committee report: Jack

In the past we would receive a notice when a home was purchased then I would use that information to contact the new owner and ask to visit to provide information about the neighborhood. I would ask either Christine Buchanan or Joanna Dobbs to go with me to represent a female perspective of our neighborhood. This notification process seems to have broken down. I realize this is not an excuse but during the pandemic we have not been visiting people's homes. Pre-pandemic we had a meeting with Jeremy & Lanora Taylor who bought and then sold 967 Karen Ann. I know 967 Karen Ann was sold in December, but I have not contacted the new owners.

Publicity Committee: Carlos

Maggie and I donated a website for Rocky Point Heights. We encourage members of Rocky Point Heights to sign in with your address to access documents such as the covenants, bylaws, rules & regulations, and newsletters. Also posted is a copy of a balance sheet and profit & loss statement.

Trustee Committee Nominations: Gordon

We need your help. I have approached several neighbors about being open to be elected as a trustee on the Board. I have yet to find anyone willing to commit. Many of the current trustees have served multiple terms of service. **Jon** Let me add, you do not have to serve as a trustee to be involved. We can use people to serve on committees or take on a specific task. Every year it is tough getting people involved, it is getting more complex. It does not have to be, just sign up to be a part of the group, help divide the work.

New Business: Jack

There are three trustee positions to be filled two of them for two-years and one for three-years. The minutes show that Jon Arnold and Edgar Guzman have been nominated to serve the two-year terms. This is an error. Jon and Edgar were elected at the previous annual meeting held November 20, 2020. The two nominees are Carlos Veliz and Darrell Macke who have both agreed to serve an additional term. My three-year term is up and I am not willing to extend for another three-year term so there is an opening. Are there any nominations from the members in attendance? *No nominations were received.* When there is an open position on the Board following the annual election, the Board has an obligation to fill that position. I have agreed to help until a new trustee can be selected or until the annual meeting of 2022 whichever comes first.

Voting on Trustee Nominations – Jack

May I have a motion and second to approve Carlos Veliz and Darrell Macke? Motion to approve by Dave Bennitt, second by Gordon Bowman. **Carlos** called for a vote. Motion was approved.

Additional business – open discussion

Question: When is the next meeting and will it be held at the library or some other place face-to-face?

Answer: The next annual meeting will be May 2022. The trustees meet quarterly. Face-to-face meetings will be determined by health safety.

Question: Is there a committee to clean up the ditches? The ditches have paper and other unsightly debris.

Discussion: There is not a committee it is expected people will keep their property picked up. If someone wants to form a committee that would be great. Other people mentioned that when they walk, they pick up debris. The problem seems worse on Friday especially if garbage cans are blown over and the wind blows garbage around. Some people pick up blown over garbage cans and try to replace the garbage. A suggestion was made to contain garbage in a bag to prevent it scattering, this can be done with garbage but not plastic for yard waste. Suggestion was made to add a clean-up campaign on the website. Some attendees offered to pick up what they see when they go for a walk.

Question: What do the trustees do on the Board?

Answer: The Board makes decisions based upon the covenants, bylaws, and rules & regulations to maintain the water system and encourage members to help maintain our property values. To change the covenants 75% of owners must agree. This seldom happens. The Board is in the process of updating the bylaws and rules & regulations. When there is a violation of the covenants the process is to notify the offending property owner asking that the violation to be corrected. If the violation goes uncorrected there is a process of imposing a fine. If the violation continues to go uncorrected the Board can file a lien. This is all the Board can legally do, and there are currently liens that have been filed.

Appeal: Please volunteer, many hands make for light work, and it is a fun way to get to better know your neighbors.

Comment: During the recent house fire the fire chief was asked about the adequacy of our fire hydrants. The response was it was good the fire was not huge because our water lines are not sufficient for full fire fighting capability. It is good that the board has taken action to upgrade our water system.

Meeting Adjournment

Closing comments Carlos

Thank you for attending this meeting. Let's all work together to keep our neighborhood inviting and in good shape.

Motion to Adjourn

Calos Veliz made the motion to adjourn, Gordon Bowman made a second to the motion. Motion was approved by vote. Meeting adjourned at 8:16 pm.

RPCC 2019-2021 Budget W/S
(Revised Treasurer March 18 2021)

2019 2020 2021 Budget

INFRASTRUCTURE

Beginning Balance	\$261,164.62	\$309,236.24	\$293,283.79
	(87X350)		(87X245)
Assessment	\$30,450.00	\$30,450.00	\$21,315.00
Interest Earnings	\$3,039.12	\$2,424.20	\$500.00
USDA			\$450,000.00
Total Available	Total Available	\$294,653.74	\$342,110.44
			\$765,098.79
			USDA (\$19,331.16)
	(\$14,319.17)	(\$48,826.65)	(\$53,072.35)
			(\$535,040.00)
	(\$263.33)		(\$1,626.00)
Total Expense	(\$14,582.50)	(\$48,826.65)	(\$609,069.51)
Ending Balance	\$309,236.24	\$293,283.79	\$156,029.28

OPERATIONS

Beginning Balance	\$6,815.35	\$3,679.15	\$2,803.37
Assessments (87X\$115)			\$10,005.00
Fines & Fees	\$2,345.00	\$2,630.00	\$500.00
Title Transfers	\$200.00	\$1,000.00	\$600.00
Total Available	\$9,160.35	\$7,309.15	\$13,908.37
	(\$997.30)	(\$854.03)	(\$1,200.00)
	(\$1,475.35)	(\$631.20)	(\$3,500.00)
	(\$2,910.00)	(\$2,922.00)	(\$3,000.00)
	(\$98.55)	(\$98.55)	(\$100.00)
Total Expense	(\$5,481.20)	(\$4,505.78)	(\$7,800.00)
Ending Balance	\$3,679.15	\$2,803.37	\$6,108.37

ROCKY POINT HEIGHTS COMMUNITY CLUB
Profit & Loss Budget vs. Actual
 January through December 2020

	Jan - Dec 20	Budget
Ordinary Income/Expense		
Income		
Dues	32,456.08	30,450.00
Fines	280.00	3,000.00
Interest & Dividends	2,424.20	2,500.00
Late Fees	350.00	
METER HOOKUP	2,000.00	
Title Transfers	1,000.00	1,000.00
	38,510.28	36,950.00
Total Income		
Expense		
Accounting	689.05	1,200.00
Attorney	631.20	3,500.00
Insurance	2,922.00	3,000.00
Meetings	22.38	
Postage	142.60	
Repair & Maintenance	0.00	1,582.00
Utilities.	98.55	100.00
	4,505.78	9,382.00
Total Expense		
Net Ordinary Income	34,004.50	27,568.00
Other Income/Expense		
Other Income		
Infrastructure Phase 1 USDA	0.00	450,000.00
	0.00	450,000.00
Total Other Income		
Other Expense		
Infrastructure Phase 1 Expense		
Construction	0.00	535,040.00

ROCKY POINT HEIGHTS COMMUNITY CLUB
Profit & Loss Budget vs. Actual
January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>
Engineering +	<u>48,826.65</u>	<u>101,899.00</u>
Total Infrastructure Phase 1 Expense	<u>48,826.65</u>	<u>636,939.00</u>
Total Other Expense	<u>48,826.65</u>	<u>636,939.00</u>
Net Other Income	<u>-48,826.65</u>	<u>-186,939.00</u>
Net Income	<u>-14,822.15</u>	<u>-159,371.00</u>