



**Rocky Point Heights Community Club
May 02, 2024, Annual Meeting Minutes**

MINUTES WERE APPROVED AT THE 2025 ANNUAL MEETING

Open Meeting: Carlos

Carlos Veliz opened the meeting at 7:01 pm

Pledge of Allegiance led by Carlos Veliz.

Introduction of Board of Trustees

Jack Baker introduced the current Board of Trustees.

Present: Carlos Veliz (President), Jon Arnold (Vice-President), Dwight Perkins (Treasurer, not present), Jack Baker (Secretary), Leilani Shaw (Member) , Darrell Macke (Member)

Kong Ma (Member) Not present:

Resident Member Attendees:

	Name	Address
1	Carlos Veliz	527 Island View Drive
2	Jon & Ardith Arnold	557 Island View Drive
3	Jack & Karen Baker	985 Rocky Terrace
4	Dave Bennitt	950 Karen Ann Drive
5	Chris Christine Buchanan	965 Rocky Terrace
6	Doug & Ruth Fries	533 Island View Drive
7	Darrell & Linda Macke	975 Karen Ann Drive
8	Amy Perkins	521 Island View Drive
9	Don Richards	509 Island View Drive
10	Leilani Shaw	915 Karen Ann Drive
11	Deanna Sigel	975 Camrose Court
12	John Street Christine Houden	967 Karen Ann Drive

Resident Member by Proxy:

	Name	Address
1	Mostafa Abdollmohammadi	979 Karen Ann Drive
2	Noreen Anderson	412 Island View
3	Andrew & Sandra Campion	924 Karen Ann Drive
4	Theresa Dowling	919 Karen Ann Drive
5	Lawrence & Jill Erwin	939 Karen Ann Drive
6	Eugene Christian Istrate	903 Karen Ann Drive
7	Dwight Lawseth	910 Valerie Drive
8	Bryan Milligan	975 Rocky Terrace
9	Janet Morford	670 Island View
10	Brian Wiedmann	664 Island View Drive

Jack –Confirmed the meeting has a quorum. (20% of 87 = 17)

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

Approval of Minutes from last year: Jack

Call for approval on May 17, 2023, annual meeting minutes. Motion to approve the minutes by Jon Arnold, motion seconded by Doug Fries and Dave Bennitt. Motion approved.

Call for additional agenda items: Carlos

Jack – I would like to suggest a committee help me review the Covenants with the intent of creating a ballot of revisions. In the past Jon Arnold and others spent a lot of effort to get approval to change the percentage of members required to make a covenant change. My suggestion is we show several covenant items that are out of date. For example, the covenants allow only cedar shakes, asphalt, or cedar shingles. New roofs are using metal. Another example, “A closed sanitary container for the temporary storage of garbage and refuse, which shall be enclosed in a fly-proof ventilated box or sunken container, shall be maintained in connection with each dwelling.”

Reports & Committees

Treasurer’s Report: Carlos for Dwight \$380 for 2023

Carlos presented and explained the 2024 budget and the P&L vs budget. PLEASE indicate your vote for the budget on the Election Ballot.

In the past the annual assessments were mailed by “August 1 of each year with the option without penalty to pay in full or pay the first half by September 30 and the second half by March of the following year. To change so that the invoices and payment are in the same calendar year you will receive an invoice by August 1 of this year in the amount of \$190 with payment due by September 1. Next year, and following years, invoices will be mailed February 1, to be paid without penalty either in full by March 1 or first half due by March 1 and second half due by September 1. For 2025 the annual assessment will be \$390. In 2026, and in the following years, unless there is a change, the annual assessment will be \$400.

Combined water system (CWS) report: Jack

King Water repaired a leak in the pipe between RPH and Brentwood. The CWS Board is beginning to procure parts for the work scheduled this year. Projects include upgrading controls of well #1, provide real-time level readings at well 1 & 2.

The Department of Ecology has declared a drought emergency for most of Washington. While this does not directly affect us it is a good reminder for us to continue to monitor our summer water conservation efforts. A slide was shown of the well water levels between 1/93 to 1/25 (copy attached).

Water maintenance committee report: Jack

Dave Bennitt and I continue to coordinate with the Combined Water System board for maintenance and updates as needed. Both Dave and I check the system we have for real time and history of the aquifer level in well 5, when and for how long the well pumps ran, and the level of the main water reservoir. We look forward to being able to monitor the levels in well 1 and 2.

Building/Design Committee report: Darrell

Construction began on a house on Rocky Terrace. The plans were submitted and approved. A lot sold on Karen Ann. **Jon** I think this is a good time to discuss that the new house and the house that burned and being re-built will have metal roofs. There is a history of a metal roof being installed several years ago. The result was a settlement that caused the owner to pay a fee for a covenant violation. The Board cannot change the covenants to allow a metal roof, so we developed a fine schedule based on the square footage of the house. Metal roofs are an improvement in construction, for insurance purposes and for property value. Both of the homes were assessed a fine. *Question was asked what the fee is?* The fine will be \$0.20 per square foot of the perimeter of the house meeting the ground. We will not be trying to calculate roof slopes and overhangs.

Welcoming committee report: Jack

Thank you to Christine Buchanan and Norene Anderson for helping to develop what information to include in a new tab on the RPHCC website and for Carlos who so gratefully added to the tab to the website. Please

visit <https://www.rphcc.info/> for more great information about not only RPHCC but also helpful resources and links for needed and helpful information. A slide of the new tab was shown. (Copy attached)

Publicity Committee: Carlos

Jack covered a little bit of what is on the website. It includes information about local shopping, transportation, weather, tide charts and much more. Maggie and I have donated the website and I design and update the site. Anyone with website design and capabilities is welcome to join me.

Trustee Committee Nominations:

Four openings on the board are to be filled this year. Leilani Shaw was selected by the Board to fill a vacancy. Jon Arnold, Dwight Perkins, and Jack Baker agreed to extend for one more two-year term. Please indicate your vote on the election ballot. You can either check the box "All listed" or check each choice individually. Please be sure to check your choice for the budget.

New Business: Carlos

A question was asked about current obvious covenant violations, like trashy yards. If the Board agrees there is a covenant violation a certified letter is sent to the homeowner stating the specific covenant being violated with a timetable for correcting the violation or being fined. The fine is \$100 after 30 days of no improvement and climbs incrementally to \$10,000 and a lien placed on the property if no improvement is realized after 150 days. All legal and other costs associated with resolving the fine or lien will be the responsibility of the member. A question was asked about a change in the setback between construction and the property line. The Board was not aware of any change being made.

Voting on Trustee Nominations – Jack (Votes reviewed)

Jon Arnold, Jack Baker, Dwight Perkins, and Leilani Shaw were all selected for another term on the Board unanimously. The 2024 budget was ratified.

Additional business – Carlos

Jack explained his intent to create a committee to review the covenants.

Meeting Adjournment

Motion to adjourn by Doug Fries, a second to the motion by Linda Macke. Vote approved. Meeting adjourned at 8:01 pm.

		2023 Actual	2024 Budget	2024 Actual YTD FEB
Operations	Beginning Balance	20,632.45	40,030.30	
	Sources			
	Assesment Income	9,607.55	10,006.00	1,340.00
	Fines & Fees	12,464.00	700.00	
	Title Transfers	1,000.00	1,000.00	
	Sources Total	23,071.55	11,706.00	1,340.00
	Uses			
	Accounting & Office	2,092.27	2,500.00	100.00
	Attorney	0.00	2,000.00	
	Insurance	1,477.00	4,500.00	1,478.66
	Utilities	104.43	110.00	18.27
	Uses Total	3,673.70	9,110.00	
	Ending Balance	40,030.30	42,626.30	1,340.00
Reserves	Beginning Balance	149,942.69	158,863.10	
	Sources			
	Assessment Income	22,142.45	23,924.00	
	Interest Earnings	3,535.96	4,000.00	1,139.67
	USDA	31,206.36	0.00	
	Sources Total	56,884.77	27,924.00	1,139.67
	Uses			
	USDA Debt Service	47,964.36	16,758.00	
	Phase I Engineering	0.00	0.00	
	Phase I Construction	0.00	0.00	
	Phase I Credits CWS	0.00	0.00	
	Uses Total	47,964.36	16,758.00	0.00
	Ending Balance	158,863.10	170,029.10	

ROCKY POINT HEIGHTS COMMUNITY CLUB

Profit & Loss Budget vs. Actual

January through March 2024

	TOTAL				
	Jan 24	Feb 24	Mar 24	Jan - Mar 24	Budget
Ordinary Income/Expense					
Income					
Dues	190.00	1,150.00	4,245.00	5,585.00	10,006.00
Fines	0.00	0.00	0.00	0.00	700.00
Interest & Dividends	587.81	551.86	592.12	1,731.79	4,000.00
Title Transfers	0.00	0.00	0.00	0.00	1,000.00
Water Service Fees	0.00	0.00	0.00	0.00	0.00
Total Income	777.81	1,701.86	4,837.12	7,316.79	15,706.00
Expense					
Accounting	100.00	0.00	0.00	100.00	2,500.00
Attorney	0.00	0.00	0.00	0.00	2,000.00
Insurance	1,478.66	0.00	0.00	1,478.66	4,500.00
Utilities.	9.86	8.41	9.28	27.55	110.00
Total Expense	1,588.52	8.41	9.28	1,606.21	9,110.00
Net Ordinary Income	-810.71	1,693.45	4,827.84	5,710.58	6,596.00
Other Income/Expense					
Other Income					
Assessment	0.00	0.00	0.00	0.00	23,924.00
Total Other Income	0.00	0.00	0.00	0.00	23,924.00
Other Expense					
Infrastructure Phase 1 Expense					
USDA Debt Service	0.00	0.00	0.00	0.00	16,758.00
Total Infrastructure Phase 1 Expense	0.00	0.00	0.00	0.00	16,758.00
Total Other Expense	0.00	0.00	0.00	0.00	16,758.00
Net Other Income	0.00	0.00	0.00	0.00	7,166.00
Net Income	-810.71	1,693.45	4,827.84	5,710.58	13,762.00

Footnotes:

* Annual USDA \$450K Loan Service payments of \$16,758 are required thru 2061

** \$390.00 (29.49% Dues \$115, 70.51% Reserve, \$275)

ROCKY POINT HEIGHTS COMMUNITY CLUB

Balance Sheet
As of March 31, 2024

	Mar 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Checking Heritage Bank - 6196	
Reserved Cash USDA Loan Funds	16,758.00
Checking Heritage Bank - 6196 - Ot...	23,385.91
Total Checking Heritage Bank - 6196	40,143.91
Money Market 2475 Heritage Bank	1,257.12
Total Checking/Savings	41,401.03
Accounts Receivable	
Accounts Receivable	-1,070.00
Total Accounts Receivable	-1,070.00
Other Current Assets	
CD #8747	
Restricted Major Repair/Replace	149,923.19
CD #8747 - Other	9,008.26
Total CD #8747	158,931.45
Undeposited Funds	570.00
Total Other Current Assets	159,501.45
Total Current Assets	199,832.48
TOTAL ASSETS	199,832.48
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
USDA Loan #910887250122004	385,277.64
Total Long Term Liabilities	385,277.64
Total Liabilities	385,277.64
Equity	
Opening Bal Equity	-12.37
Restricted (retained earnings)	-9.91
Unrestrict (retained earnings)	-191,133.46
Net Income	5,710.58
Total Equity	-185,445.16
TOTAL LIABILITIES & EQUITY	199,832.48