

**DRAFT MINUTES
KALA POINT OWNERS'
ASSOCIATION REGULAR BOARD
MEETING**

Tuesday, August 9, 2022 @ 3:00 PM (Zoom)

The Kala Point community is a common-interest residential homeowner association (HOA). When purchasing or building within Kala Point, homeowners agree to follow the HOA's governing documents, which include: Conditions, Covenants and Restrictions of Record (CC&Rs); Rules and Regulations; By-Laws; and detailed Administrative Policies and Procedures (APPs). APPs are Board-enacted rules. The protective umbrella of these governing documents works in the best interest of all homeowners ensuring higher standards of neighborhood appearance and enhancing the collective value of the homes.

SUPPORTING DOCUMENTS FOR BOARD MEETINGS ARE ON THE KPOA WEBSITE.

All speakers must be recognized by the Chair and should identify themselves for the record. Please mute your phones unless you are speaking. This meeting is being recorded.

We follow the general directions of Robert's "Rules of Order" in order to assure the right of the majority to decide and the right of the minority to be heard; to the honor the rights of individual members and the rights of absentees; and, to fundamentally show respect for each other.

Establishment of a Quorum

Board Members in Attendance: D. Kimball, President; M. Lannon, Vice President, D. Nordlund, Secretary, D. Colwell, CFO; G. Obermeyer and S. Rovanpera, J. Erreca & S. Headlee. S. Moss. Also, in attendance: Keith Larson, General Manager; Felice Thompson Administrative Assistant II; 11 other self-identified Zoom attendees. (M.Machette, M. Berry, Carole, D. Woltz, D Schulte, E. Svoboda, L. McDowell, L. Nordlund, P. Mathys, R. Smookler, U. Damann.)

Approval of the Agenda

1. Call for KPOA member comments on the agenda
2. Call for Board member comments on the agenda

Note: Member comments on individual agenda items are taken just prior to the Board discussion of each agenda item.

Motion to Approve the August 9, 2022 agenda as amended by G. Obermeyer seconded by M. Lannon

Motion approved by unanimous consent Res. 22_08_01

Announcements

1. Article submission deadline for September Kala Pointer: August 19
2. September 15, 2022 deadline for timely declared candidates for the Board.
Four upcoming vacancies this year with three potential candidates; one confirmed.

Approval of Minutes

Motion to approve July 12, 2022, draft minutes as amended by S. Headlee seconded by G. Obermeyer

Motion approved by unanimously consent Res. 22_08_02

Inquires and Correspondence

7/12/22 – 8/9/22

August 2022

Scott Rovanpera

8/9/22 – 9/13/22

September 2022

Donna Colwell

Cindy Griffin	Leaf blower noise	S. Rovanpera responded
Alise Moss Vetica	Political signs on Kala Pt Dr	Signs on private property
Valerie Silver	Report of broken trail fence	Maintenance fixed fence rail
Patsy Mathys	Pickle Ball court	D. Colwell responded
Lesla Sullivan	Mail box stickers removed	S. Rovanpera & GM responded

Consent Calendar-no business

General Manager/Grounds Report presented by Keith Larson, General Manager

Administration Office

- Motion to Set the Date of Record for October 15, 2022 for the Annual Membership/Budget Ratification Meeting. (This motion represents the cut-off date for new owners that can vote. No new owners after the date of record are eligible to vote unless the previous owner(s) signs a proxy to the new owner(s).

Motion to Set the Date of Record for October 15, 2022 for the Annual Membership/Budget Ratification Meeting by D. Kimball seconded by D. Colwell.

Motion approved by unanimously consent Res. 22_08_03

- Motion to set the 2023 Budget Presentation for Tuesday October 11, 2022 at 3:00 pm.

Motion to set the 2023 Budget Presentation for Tuesday October 11, 2022 at 3:00 pm. by S. Rovanpera seconded by M. Lannon.

Motion approved by unanimously consent Res. 22_08_04

- Motion to set the Annual Membership & Budget Ratification Meeting for Tuesday, December 13, 2022 at 1:00 pm.

Motion to set the Annual Membership & Budget Ratification & Organizational Meeting for Tuesday, December 13, 2022 at 1:00 pm. by S. Rovanpera seconded by S. Moss

Motion approved by unanimously consent Res. 22_08_05

- The Mailing Date for the Annual Membership/Budget Ratification Meeting for Supporting Documents will be Monday November 14, 2022.
- A SOW has been issued to Elections Trust (Third Party Election Services) for the upcoming Annual Membership/Budget Ratification Meeting.
- We are currently soliciting for a new Maintenance Tech & Clubhouse employee.

Clubhouse

- No Report

Finance

Landis GYR Lease – this lease agreement is payable to KPOA every 5th year for an amount of \$6,667 payable on September 1. Landis Gyr will only hold the lease one more year and contract will be awarded to new company in the future.

Reserve Study Update

- David Bach & Associates has submitted their first draft report and is being reviewed at this time. Zoom meeting scheduled for August 11, 2022.

2022 Reserve Projects

- CH – Carpeting, Exercise Room – **Budget \$5,381**
 - Total Project Cost –
- CH – Shower Replacement x 4 – **Budget \$22,806**
 - Total Project Cost – **\$26,796 (Over Budget \$3,990)**
- Equipment – Replacement Truck, Ford F-250 4x4
 - ❖ **Budget \$41,000 (Budget Amended to \$56,650)**
 - 2018 Ram 4x4 2500 Truck - \$44,886
 - Myers Snowplow & Attachment - \$8,868
 - ❖ **Total Project Cost – \$53,754 under revised budget costs**

Grounds

- RV Storage A & B – perimeter lines and numbers have been painted.
- Kala Heights Mail Station repairs due to a treetop falling on the structure
 - Gutter replacement- pending
 - Roof shakes will be replaced- pending
- Trail Maintenance:
 - Windship Dr. Trail
 - Bluff Trail – This trail is currently being upgraded with hand railings and crushed rock. Upper trail complete.
 - The upper trails will be trimmed as time permits. Repaired broken hand rail on trail.

Old Business

1. Update on Wage Survey progress to be discussed during executive session
2. Update on APP Article III (Architectural) changes

Articles discussed in detail and the changes made. Motion to approve AC APP III as amended per 2nd read.

Motion to approve AC APP III amended as submitted per 2nd read by S. Rovanpera seconded by M. Lannon

Motion approved by unanimously consent Res. 22_08_06

3. APP Article X (Personnel) Not complete. Will be posted to Kpoa website along with a copy to the members of the Board via email.

4. Update on APP Article II (Board of Directors, Officers and Appointments)
Rough draft in progress. Meeting to be held with Chairs of AC, Grounds and Tree Committees soon.

5. Rules and Regulations proposed amendments – second read

Motion to approve revisions to the Rules & Regulations to be presented to the Membership as a resolution in the annual meeting packet in November 2022 as stated by S. Rovanpera

seconded by M. Lannon

Motion approved by unanimously consent Res. 22_08_07

New Business

Motion: The Kala Point Board of Directors shall submit two companion resolutions for a vote of the membership as part of the 2022 Annual Meeting:

Resolution 2022-1

Amend CC&R Article IV, B Uniform General Requirements Section 20 as follows:

Parking of vehicles on private property shall be in driveways or approved hard-surface extensions Parking in setbacks shall be subject to the Rules and Regulations of the Board, as the same may be adopted and amended from time to time.

Resolution 2022-2

Amend CC&R Article IV D Residential Lot Restrictions Section 1 as follows:

Vehicles stored or parked on any lot within setbacks that are not approved driveways shall be subject to the Rules and Regulations of the Board as the same may be adopted or amended from time to time.

Rationale: These companion resolutions correct the unintended consequences of parking limitations imposed by Resolutions 2018-4 and -5. It maintains the primacy of the “neat and tidy” clause in our CC&Rs, but with flexibility to balance ownership rights and community interests. These amendments will allow the General Manager and Grounds Committee to consider such factors as the shape, topography, established native tree stands, and orientation to streets and Common Areas in cases where appeals are made for vehicle parking in setbacks and driveway extensions.

Motion: The Kala Point Board of Directors shall submit two companion resolutions for a vote of the membership as part of the 2022 Annual Meeting by G. Obermeyer seconded by S. Headlee.

The roll call vote was as follows: D. Colwell -no, D Kimball -no, M. Lannon-no, S. Rovanner- no, J. Erreca-no, D. Nordlund-no, G. Obermeyer- yes, S. Headlee-yes, S. Moss-yes. 6 no-3 yes

Motion denied by roll call Res. 22_08_08

6. APP Article VII (Finance) 2nd read

Motion to approve APP Article VII (Finance) as amended in 2nd read as submitted by S. Rovanner seconded by M. Lannon

Motion approved unanimously consent Res. 22_08_09

Committee Reports - Posted on the KPOA Website on the Board of Directors landing page under Board Meeting Documents - <https://kalapoint.org/board-committees/board/>

Board Goals

1. Plan and execute demographic survey of KPOA-Completed
2. Implement Oversight of Website- in progress
3. 50% new website registrations within 60 days of launch-Completed
4. Increase number of volunteers for Board and Committees-in progress
5. Conduct a comprehensive review of the CC&Rs and Rules and Regulations beginning with the Rules related to on and off-street parking. This review shall include the impact of the Revised Code of Washington (RCW) -Initiated, continuing

Member Comments in Closing none

Next Meeting - Tuesday, September 13, 2022 – 3:00 PM - Regular Board Meeting - Zoom

Motion to recess Regular Board Meeting at 5:10 pm to move into the Executive session to discuss personnel business by D. Colwell seconded by D. Nordlund.

1. Salary Adjustments for CY 2023
2. Personnel Actions (Past and Future)

Prepared by Felice Thompson
Administrative Assistant II

Dan Nordlund

Dan Nordlund, Corporate Secretary
Kala Point Owners' Association