

## **PBHOA Board Meeting Minutes January 14<sup>th</sup>, 2016**

Officer Attendees: Weston Nelson - Director/President/Architectural Chair  
Shubha Joshi - Director  
Steve Roth – Director  
Jennifer Bingham – Treasurer  
Marilyn Capello - Landscape Committee Chair  
Dick Capello - Secretary/Webmaster

Resident Attendees: Ian Bingham 15167 NW Eugene  
Karen Roth 15229 NW Casey  
Justin Su 15190 NW Francesca

Meeting called to order at 7:00 PM

### **Treasurer's Report**

Jennifer submitted a current Balance Sheet, Cash Flow and Preliminary Budget for review. The submitted budget was reviewed, amended and approved by the Board. The approved 2016 Budget is attached.

### **Annual Assessment Adjustment**

In order to recoup the reserve of \$40,000 approved by the Board at the September 2015 Board Meeting, and to cover increased annual expenses, the Board considered and approved an increase of \$100/year in the annual assessment. This brings the assessment to \$350.00/year and will first appear in the 2016 billing to Homeowners. Responses received from homeowners was overwhelmingly positive. The CC&R's requires that annual assessments be reviewed periodically and adjusted (up or down) in accordance with the reserve decided upon by the Board (\$40,000). In the event of an excess, the adjustment may be in the form of a rebate or reduction of the next assessment, at the discretion of the Board.

### **Landscape Committee**

Marilyn reviewed the tree/turf replacement project which was successfully completed in early November.

Water costs were extraordinarily high last year. Total for 2015 was over \$9500, as compared to the historically more typical \$5,000. TVWD rates have only increased 2 or 3%. A significant part of that was due to a faulty controller in the green space. A significant amount of turf was removed as a part of the tree replacement project and Marilyn is looking into adapting our controllers to report directly to Pacific Landscape Management to identify similar problems automatically.

Landscaping has historically taken up at least two-thirds of our annual budget and often more, depending on required maintenance and Board-approved improvements.

Projects on the list for 2016 (but not yet Board-approved) include:

- Sidewalk repairs along Kaiser (tree root problems)

- Landscaping along Kaiser
- Landscaping improvements along 153<sup>rd</sup> Terrace
- Sprinkler controller adaptation for direct reporting

**Architectural Committee**

Nothing to report  
Meeting was adjourned at 8:00 PM

Attachment: 2016 Budget

**Historical Budget - 2016**

1/1/2016 through 12/31/2016 Using Annual Budget

1/17/2016

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Category	Actual	2016. Budget	Difference
<b>fNCOME</b>	0.00	51,112.00	-51,112.00
HOA Income	0.00	51,112.00	-51,112.00
Homeowner Assessment	0.00	51,100.00	-51,100.00
Interest	0.00	12.00	-12.00
Late Fee	0.00	0.00	0.00
Misc.	0.00	0.00	0.00
Prepaid Backflow Testing	0.00	0.00	0.00
Transfer Fee	0.00	0.00	0.00
<b>EXPENSES</b>	0.00	37,156.88	37,156.88
HOA Expenses	0.00	37,156.88	37,156.88
Advertisement	0.00	0.00	0.00
Backflow Testing Expense	0.00	0.00	0.00
Computer & Internet Expense	0.00	99.96	99.96
Entertainment	0.00	200.04	200.04
Insurance	0.00	1,607.00	1,607.00
Landscaping	0.00	24,999.96	24,999.96
Licenses & Permits	0.00	50.04	50.04
Office Supplies	0.00	99.96	99.96
PO Box Rent	0.00	250.00	250.00
Postage	0.00	99.96	99.96
Printing & Reproduction	0.00	99.96	99.96
Professional Fees	0.00	500.04	500.04
Repairs & Maintenance	0.00	999.96	999.96
Taxes	0.00	50.00	50.00
State Taxes	0.00	50.00	50.00
Utilities	0.00	8,100.00	8,100.00
Electrical	0.00	600.00	600.00
Water	0.00	7,500.00	7,500.00
<b>Net Difference:</b>	0.00	13,955.12	-13,955.10