

KINGSGATE 3 & 4

**2019
ANNUAL
HOMEOWNERS
MEETING**

February 13, 2019

Agenda

- Board Introductions
- Finances/Budget Review
- Audit/Legal Status
- Pool Committee
 - 2018 Review
 - 2019 Preview
- Park Committee
 - 2018 Review
 - 2019 Preview
- Proposed Bylaws Amendments
- Nomination and Election of Board members with expiring terms
- Question & Answer
- Meeting Conclusion

Board Introductions

President: Steve Gengo

Vice-President: Darcey Eilers

Secretary: Derek Tucci

Treasurer: Mario Tremblay




Bookkeeper: Kelly Guenser

Trustees: Alex Long, Mike Nelson, Adnan Jaddi

Finances/Budget Review

2018

2018 Budget Kingsgate 3 & 4 HOA		2018 Year End Actual <as-of 12/31/2018>		Variance	
	Credit	Debit	Expenses	Receipts	
Balance Forward 12-31-2017				\$ 14,946.64	\$ 14,946.64
Revenues					
Home owner Dues Income (300 houses * \$615)		\$ 184,500		\$ 181,927.25	\$ (2,572.75)
Late Fees on Dues [forecast]		\$ 750		\$ 3,493.59	\$ 2,743.59
Pool Income		\$ 14,000		\$ 20,353.32	\$ 6,353.32
Total Revenues:		\$ 199,250		\$ 220,720.80	\$ 21,470.80
Reserve					
Reserve/Emergency Fund	\$ 13,000		\$ 13,000.00		\$ -
Total Reserve:	\$ 13,000		\$ 13,000.00		\$ -

- Reflect homeowners paying their dues, and catching up on past dues 
- At 2018 booking closing time, 278 homeowners paid their dues in full [93%] 
- The 22 homeowners behind owed between \$49 and \$4,121 or a total of \$24,197.42 [top 7 delinquents owed a total of \$19,512 >>> 31 ]

Finances/Budget Review

2018

2018 Budget Kingsgate 3 & 4 HOA		2018 Year End Actual <as-of 12/31/2018>	Variance
	Credit Debit	Expenses Receipts	
Total Revenues:	\$ 199,250	\$ 220,720.80	\$ 21,470.80
Total Reserve:	\$ 13,000	\$ 13,000.00	\$ -
Expenses			
Pool			
Guard and Manager Payroll	\$ 50,000	\$ 52,945.59	\$ (2,945.59)
Monthly Pool Maintenance	\$ 5,800	\$ 5,115.00	\$ 685.00
Pool Supplies	\$ 13,000	\$ 7,023.42	\$ 5,976.58
Front Office	\$ 3,500	\$ 2,929.98	\$ 570.02
Total Pool:	\$ 72,300	\$ 68,013.99	\$ 4,286.01
Park			
Landscaping	\$ 11,500	\$ 10,162.00	\$ 1,338.00
Storm Cleanup	\$ 400	\$ 343.75	\$ 56.25
Cul de Sac Cleanup/Mow	\$ 1,400	\$ 880.00	\$ 520.00
General Maintenance	\$ 3,000	\$ 1,100.29	\$ 1,899.71
Sprinkler	\$ 250		\$ 250.00
Tree Care	\$ 4,000		\$ 4,000.00
Total Park:	\$ 20,550	\$ 12,486.04	\$ 8,063.96

Finances/Budget Review

2018

2018 Budget Kingsgate 3 & 4 HOA		2018 Year End Actual <as-of 12/31/2018>	Variance
	Credit Debit	Expenses Receipts	
Total Revenues:	\$ 199,250	\$ 220,720.80	\$ 21,470.80
Total Reserve:	\$ 13,000	\$ 13,000.00	\$ -
Expenses			
Total Pool:	\$ 72,300	\$ 68,013.99	\$ 4,286.01
Total Park:	\$ 20,550	\$ 12,486.04	\$ 8,063.96
Utilities			
Electricity/Gas, Garbage, Water, Phone & Internet	\$ 28,000	\$ 25,490.50	\$ 2,509.50
Total Utilities:	\$ 28,000	\$ 25,490.50	\$ 2,509.50
Office			
Office Supplies	\$ 3,200	\$ 1,760.50	\$ 1,439.50
Bookkeeping	\$ 14,400	\$ 14,400.00	\$ -
Treasurer	\$ 1,500	\$ 1,500.00	\$ -
Webmaster	\$ 600	\$ 599.99	\$ 0.01
Total Office:	\$ 19,700	\$ 18,260.49	\$ 1,439.51

Finances/Budget Review

2018

2018 Budget Kingsgate 3 & 4 HOA		2018 Year End Actual <as-of 12/31/2018>	Variance
	Credit Debit	Expenses Receipts	
Total Revenues:	\$ 199,250	\$ 220,720.80	\$ 21,470.80
Total Reserve:	\$ 13,000	\$ 13,000.00	\$ -
Expenses			
Total Pool:	\$ 72,300	\$ 68,013.99	\$ 4,286.01
Total Park:	\$ 20,550	\$ 12,486.04	\$ 8,063.96
Total Utilities:	\$ 28,000	\$ 25,490.50	\$ 2,509.50
Total Office:	\$ 19,700	\$ 18,260.49	\$ 1,439.51
Other Expenses			
Recreation	\$ 4,500	\$ 2,919.73	\$ 1,580.27
Dues Discounts [forecast]	\$ 3,750	\$ 3,620.00	\$ 130.00
Dues Collection Issues	\$ 2,450		\$ 2,450.00
Legal/CPA/Prof Fees	\$ 5,000	\$ 8,315.00	\$ (3,315.00)
Insurance	\$ 10,500	\$ 8,880.06	\$ 1,619.94
Total Other Expenses:	\$ 26,200	\$ 23,734.79	\$ 2,465.21

Finances/Budget Review

2018

2018 Budget Kingsgate 3 & 4 HOA		2018 Year End Actual <as-of 12/31/2018>		Variance
	Credit Debit	Expenses	Receipts	
Total Revenues:	\$ 199,250		\$ 220,720.80	\$ 21,470.80
Total Reserve:	\$ 13,000	\$ 13,000.00		\$ -
Expenses				
Maintenance/ Improvement Projects				
Replace Furnace/Repaint Hallway	\$ 1,500	\$ 560.00		\$ 940.00
Fence Repair/Baby Pool Area	\$ 1,000			\$ 1,000.00
Awning	\$ 2,500			\$ 2,500.00
Chem Pump	\$ 1,500	\$ 727.87		\$ 772.13
Bleacher Repair	\$ 500			\$ 500.00
Pool/Pool House Items:				
- Electrical	\$1,855			
- Furniture	\$613.79			
- Plumbing	\$1,152.93			
- Piping	\$539.79			
- Rekeying & misc costs				
\$297.58 - New BBQ				
\$3,396.61; Flow Meter \$210 & Pool Corner Repair \$962.50	\$ 12,500	\$ 9,819.95		\$ 2,680.05
Total Projects:	\$ 19,500	\$ 11,107.82		\$ 8,392.18

Finances/Budget Review

2018 Summary

2018 Budget Kingsgate 3 & 4 HOA		2018 Year End Actual <as-of 12/31/2018>		Variance	
	Credit	Debit	Expenses	Receipts	
Balance Forward 12-31-2017				\$ 14,946.64	\$ 14,946.64
Revenues					
Home owner Dues Income (300 houses * \$615)		\$ 184,500		\$ 181,927.25	\$ (2,572.75)
Late Fees on Dues [forecast]		\$ 750		\$ 3,493.59	\$ 2,743.59
Pool Income		\$ 14,000		\$ 20,353.32	\$ 6,353.32
Total Revenues:		\$ 199,250		\$ 220,720.80	\$ 21,470.80
Total Reserve:	\$ 13,000		\$ 13,000.00		\$ -
Expenses					
Total Pool:	\$ 72,300		\$ 68,013.99		\$ 4,286.01
Total Park:	\$ 20,550		\$ 12,486.04		\$ 8,063.96
Total Utilities:	\$ 28,000		\$ 25,490.50		\$ 2,509.50
Total Office:	\$ 19,700		\$ 18,260.49		\$ 1,439.51
Total Other Expenses:	\$ 26,200		\$ 23,734.79		\$ 2,465.21
Total Projects:	\$ 19,500		\$ 11,107.82		\$ 8,392.18
Total Expenses With Reserve:	\$ 199,250		\$ 172,093.63		\$ 27,156.37
Total Revenues:		\$ 199,250		\$ 220,720.80	\$ 21,470.80
Balance Forward to 2019				\$ 48,627.17	\$ 48,627.17

Finances/Budget Review

2018 compared with previous years

Budget Kingsgate 3 & 4 HOA	2016 Year End ACTUAL <as-of 12/31/2016>		Variance	2017 Year End Actual <as-of 12/31/2017>		Variance	2018 Year End Actual <as-of 12/31/2018>		Variance
	Expenses	Receipts		Expenses	Receipts		Expenses	Receipts	
Balance Forward		\$ 2,231.48	\$ 2,231.48		\$ 12,737.45	\$ 12,737.45		\$ 14,946.64	\$ 14,946.64
Revenues									
Home owner Dues Income		\$ 172,977.95	\$ 477.95		\$ 178,938.00	\$ (2,562.00)		\$ 181,927.25	\$ (2,572.75)
Late Fees on Dues [forecast]		\$ 735.00	\$ (765.00)		\$ 1,158.58	\$ 408.58		\$ 3,493.59	\$ 2,743.59
Pool Income		\$ 19,646.36	\$ 9,646.36		\$ 16,626.67	\$ 2,626.67		\$ 20,353.32	\$ 6,353.32
Total Revenues:		\$ 195,590.79	\$ 11,590.79		\$ 209,460.70	\$ 13,210.70		\$ 220,720.80	\$ 21,470.80
Total Reserve:	\$ 13,800.00		\$ -	\$ 13,000.00		\$ -	\$ 13,000.00		\$ -
Expenses									
Total Pool:	\$ 59,477.35		\$ 3,822.65	\$ 63,169.68		\$ 3,130.32	\$ 68,013.99		\$ 4,286.01
Total Park:	\$ 21,526.30		\$ (5,926.30)	\$ 15,678.68		\$ 4,871.32	\$ 12,486.04		\$ 8,063.96
Total Utilities:	\$ 24,347.68		\$ 1,652.32	\$ 25,974.69		\$ 25.31	\$ 25,490.50		\$ 2,509.50
Total Office:	\$ 14,483.03		\$ 1,416.97	\$ 17,429.23		\$ 1,670.77	\$ 18,260.49		\$ 1,439.51
Total Other Expenses:	\$ 16,137.21		\$ 2,462.79	\$ 26,184.85		\$ 15.15	\$ 23,734.79		\$ 2,465.21
Total Projects:	\$ 33,081.77		\$ (2,281.77)	\$ 33,076.93		\$ (7,976.93)	\$ 11,107.82		\$ 8,392.18
Total Expenses With Reserve:	\$ 182,853.34		\$ 1,146.66	\$ 194,514.06		\$ 1,735.94	\$ 172,093.63		\$ 27,156.37
Total Revenues:		\$ 195,590.79	\$ 11,590.79		\$ 209,460.70	\$ 13,210.70		\$ 220,720.80	\$ 21,470.80
Balance Forward		\$ 12,737.45	\$ 12,737.45		\$ 14,946.64	\$ 14,946.64		\$ 48,627.17	\$ 48,627.17

76% Balance Forward
Extra Pool Revenues

99% Expenses Budget
Spent

96% Extra Revenue is
Balance Forward

99% Expenses Budget
Spent

70% Extra Revenue is
Balance Forward

86% Expenses Budget
Spent **only**

Finances/Budget Review

2019 Budget Highlights

- **\$17** annual dues increase from \$615 to **\$632** [**+2.76%**]
 - This increase is aligned with the 2018 US inflation rate (Cost Price Index –All Urban Consumers).
- **\$25** discount on dues to homeowners who do not carry a balance from 2018 and pay in full in the first quarter.
- **\$10** late fee per quarter added to statement for homeowners who are not making a payment in previous quarter.

Finances/Budget Review

2019 Budget Highlights

As-of December 31st 2018

- Actual Balance Forward: **\$ 48,627.17**
- Cumulative Reserve: **\$ 40,839.30**

As-of February 06th 2019

- Cash on hand: **\$ 131,111.40**
- 2019 Dues Payments: **\$ 103,530**
 - 232 payments since December 2018
 - 142 homeowners paid in full at this time

Finances/Budget Review

2019 Budget Adjustments

2019 Budget Kingsgate 3 & 4 HOA			2019 Budget February Adjustments		
	Credit	Debit		Credit	Debit
Balance Forward Forecasted 11-30-18	\$ 12,000		Balance Forward as-of 12-31-2018		\$ 48,627
Revenues			Revenues		
Home owner Dues Income (300 houses * \$632)		\$189,600	Home owner Dues Income (300 houses * \$632)		\$189,600
Late Fees on Dues [forecast]		\$ 2,000	Late Fees on Dues [forecast]		\$ 2,000
Pool Income		\$ 14,000	Pool Income		\$ 14,000
Total Revenues:		\$217,600	Total Revenues:		\$254,227
Reserve			Reserve		
Reserve/Emergency Fund			Reserve/Emergency Fund		
Total Reserve:	\$ -		Total Reserve:	\$ 13,000	
Expenses			Expenses		
Pool			Pool		
Guard and Manager Payroll	\$ 56,000		Guard and Manager Payroll	\$ 56,000	
Monthly Pool Maintenance	\$ 7,000		Monthly Pool Maintenance	\$ 7,000	
Pool Supplies	\$ 8,000		Pool Supplies	\$ 8,000	
Front Office	\$ 3,500		Front Office	\$ 3,500	
Total Pool:	\$ 74,500		Total Pool:	\$ 74,500	

Finances/Budget Review

2019 Budget Adjustments

2019 Budget Kingsgate 3 & 4 HOA		2019 Budget February Adjustments			
	Credit	Debit		Credit	Debit
Total Revenues:		\$217,600	Total Revenues:		\$254,227
Total Reserve:	\$ -		Total Reserve:	\$ 13,000	
Total Pool:	\$ 74,500		Total Pool:	\$ 74,500	
Park			Park		
Landscaping	\$ 11,500		Landscaping	\$ 11,500	
Storm Cleanup	\$ 400		Storm Cleanup	\$ 400	
Cul de Sac Cleanup/Mow	\$ 1,400		Cul de Sac Cleanup/Mow	\$ 1,400	
General Maintenance	\$ 3,000		General Maintenance	\$ 3,000	
Sprinkler	\$ 250		Sprinkler	\$ 250	
Tree Care			Tree Care	\$ 4,000	
Total Park:	\$ 16,550		Total Park:	\$ 20,550	
Utilities			Utilities		
Electricity/Gas, Garbage, Water, Phone & Internet	\$ 28,700		Electricity/Gas, Garbage, Water, Phone & Internet	\$ 28,700	
Total Utilities:	\$ 28,700		Total Utilities:	\$ 28,700	
Office			Office		
Office Supplies	\$ 2,500		Office Supplies	\$ 2,500	
Bookkeeping	\$ 14,400		Bookkeeping	\$ 14,400	
Treasurer	\$ 1,500		Treasurer	\$ -	
Webmaster	\$ 600		Webmaster	\$ 600	
Total Office:	\$ 19,000		Total Office:	\$ 17,500	

Finances/Budget Review

2019 Budget Adjustments

2019 Budget Kingsgate 3 & 4 HOA			2019 Budget February Adjustments		
	Credit	Debit		Credit	Debit
Total Revenues:		\$217,600	Total Revenues:		\$254,227
Total Reserve:	\$ -		Total Reserve:	\$ 13,000	
Total Pool:	\$ 74,500		Total Pool:	\$ 74,500	
Total Park:	\$ 16,550		Total Park:	\$ 20,550	
Total Utilities:	\$ 28,700		Total Utilities:	\$ 28,700	
Total Office:	\$ 19,000		Total Office:	\$ 17,500	
Other Expenses			Other Expenses		
Reserve Study	\$ 1,850		Reserve Study	\$ 1,850	
Recreation	\$ 4,500		Recreation	\$ 4,500	
Dues Discounts [forecast]	\$ 3,750		Dues Discounts [forecast]	\$ 3,750	
Dues Collection Issues			Late Dues Recovery	\$ 2,000	
Audits			Audits		
2017 [\$3,000] 2018 [\$3,000]	\$ 6,000		2017 [\$3,000] 2018 [\$3,000]	\$ 6,000	
IRS Returns Filing/Issues			IRS Returns Filing/Issues		
\$600 x 10 years + Penalties	\$ 7,000		\$600 x 10 years + Penalties	\$ 7,000	
Legal/CPA/Prof Fees	\$ 9,000		Legal/CPA/Prof Fees	\$ 9,000	
Insurance	\$ 10,500		Insurance	\$ 10,500	
Total Other Expenses:	\$ 42,600		Total Other Expenses:	\$ 44,600	

Finances/Budget Review

2019 Budget Adjustments

2019 Budget Kingsgate 3 & 4 HOA			2019 Budget February Adjustments		
	Credit	Debit		Credit	Debit
Total Revenues:		\$217,600	Total Revenues:		\$254,227
Total Reserve:	\$ -		Total Reserve:	\$ 13,000	
Total Pool:	\$ 74,500		Total Pool:	\$ 74,500	
Total Park:	\$ 16,550		Total Park:	\$ 20,550	
Total Utilities:	\$ 28,700		Total Utilities:	\$ 28,700	
Total Office:	\$ 19,000		Total Office:	\$ 17,500	
Total Other Expenses:	\$ 42,600		Total Other Expenses:	\$ 44,600	
Maintenance/ Improvement Projects			Maintenance/ Improvement Projects		
Pool Projects			Extra Projects Funding	\$ 19,127	
Pump Replacement	\$ 5,000		Pool Projects		
Small Fence Replacement	\$ 5,500		Pump Replacement	\$ 5,000	
Other Pool Projects	\$ 4,275		Small Fence Replacement	\$ 5,500	
General Projects			Other Pool Projects	\$ 4,275	
Park Security Lighting upd	\$ 10,000		General Projects		
Awning update for pool	\$ 4,500		Park Security Lighting upd	\$ 10,000	
Other General Projects	\$ 6,975		Awning update for pool	\$ 4,500	
Total Projects:	\$ 36,250		Other General Projects	\$ 6,975	
Total Expenses:	\$217,600		Total Projects:	\$ 55,377	
			Total Expenses:	\$ 254,227	

Audit Status [2016]

- Performed by: Luby & Thomson, PLLC, CPA

They audited the financial statements of Kingsgate 3 & 4 Homeowners Association, which comprise the balance sheet(s) as of December 31, 2016, and the related statements of revenues, expenses, and changes in fund balance and cash flows for the year then ended, and the related notes to the financial statements.

- Audit Objective

The objective of the audit is the expression of an opinion about whether Kingsgate 3 & 4 HOA financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. The audit was conducted in accordance with auditing standards generally accepted in the United States of America and included tests of Kingsgate 3 & 4 HOA accounting records and other procedures consider necessary to enable the auditors to express such an opinion.

- 2016 Audit was unique as it accounts for prior years where no formal Audit were performed

- 2016 is the first *full* year of the current Treasurer/Bookkeeper were on duty. The Board does not have records of when the previous Audit was performed.

Audit Status [2016]

- Audit Findings (black & blue) and Board's Response (red)

- **Timely filing of tax returns –**

The HOA should prepare, or cause to be prepared, required tax returns in a timely manner. Additionally, the Association should file the returns that are currently outstanding (2009 to present).

Tax compliance issues could cause significant issues for the Association, including risk of penalties.

Luby & Thompson has been hired to file the outstanding returns.

Expected to be complete by end of 2019.

- **Documentation of review –**

We noted the Association requires the Treasurer to review invoices prior to sending the invoice to the Bookkeeper for payment.

We recommend documenting this review and approval by having the Treasurer initial or sign the invoice prior to payment. Without documentation of approval, it is possible for invoices to bypass this approval without being detected.

This recommended practice has been implemented.

Audit Status [2016]

○ Findings (continued)

• Reserve study –

The State of Washington requires most homeowners associations to obtain reserve studies completed by a reserve study professional. No such study has been obtained by the Association.

The Association should obtain a reserve study, or adequately document why the Board believes the Association is exempt.

As a pre-existing HOA, a reserve study is not required; but, the Board will hire a professional to complete one in 2019 as a best practice.

• Annual budget dinner –

The dinner during December 2016 cost \$1,721, or \$143 per person in attendance. While this type of transaction is not prohibited, the State of Washington requires Boards to serve in good faith, in a manner such director believes to be in the best interests of the Association (RCW 24.03.127, as referenced in RCW 64.38.025).

We recommend being more conservative with these dinners in order to avoid the appearance of impropriety.

The Board hosts an annual dinner to thank Trustees and volunteer coordinators for their unpaid service over the year. The 2016 restaurant was unexpectedly more expensive than prior and subsequent years.

The 2017 dinner cost of \$908, and the Board did not host a dinner in 2018.

Legal Status

- The attorney hired by the Board is currently negotiating with the attorney for former treasurer/secretary Gerri Kirchner, with both parties seemingly interested in entering into a settlement agreement, in order to conclude outstanding claims.
- The Board is hopeful that we will be able to announce a settlement in the near future.
- The Board will update the webpage and other online media when a settlement has been reached. Please be aware, however, that there is a significant possibility the Board will be limited in how much detail we can provide to general membership, based on a proposed non-disparagement clause.

Proposed Bylaws Amendments

- **Article XVII**, titled “Enforcement of Covenants, Conditions, and Restrictions”, currently contains provisions where the Board of Trustees indicates it will refrain from exercising its discretion to enforce various restrictions contained within the HOA’s Declaration of Covenants, Conditions, and Restrictions.
- The Board has been approached by several homeowners requesting a bylaws amendment to permit **backyard chickens**, and several Board members support this request.
- In addition, several Board members support a bylaws amendment authorizing homeowners to keep **boats and recreational vehicles** in their driveways during the summer months.
- Prior to voting on these proposed bylaws amendments, the Board is seeking input from the general membership.

Article X, Section 2

Enforcement of Covenants, Conditions, and Restrictions

- **Current Text, with proposed modification to (f) in red:**

Section 2. Parking. The Board of Trustees will refrain from exercising its discretion to enforce the restriction contained within Article X, Section 4, of the Declaration, which prohibits the keeping or storing of vehicles (including buses and trailers of any description) used for private purposes outside of any building on any residential lot, when a vehicle which would otherwise be in violation of the restriction meets all of the following conditions:

- (a) is properly licensed; and,
- (b) is in good operating condition; and,
- (c) is not dismantled; and,
- (d) is parked in accordance with all public laws and ordinances; and,
- (e) if it is a passenger car, van, minivan, pickup or light truck, sport utility vehicle, or motorcycle, is parked in the driveway or within an enclosed area of a side or rear yard, not visible from the street; and,
- (f) if it is a recreational vehicle, motor home, camper, or boat, is **either** parked in an enclosed area of a side or rear yard, not visible from the street, **or is parked in the driveway between May 15 through September 15**, and adjacent neighbors have been consulted and have expressed no objection to the parking of such vehicle.

Article X, Proposed New Section 5 Enforcement of Covenants, Conditions, and Restrictions

Section 5. Chickens. The Board of Trustees will refrain from exercising its discretion to enforce the restriction contained within Article X, Section 10, of the Declaration, which among other things prohibits the raising, breeding, or keeping of poultry, when a Lot has a maximum of three (3) domestic female chickens (hens) that would otherwise be in violation of the restriction and meets all of the following conditions:

1. The homeowner applies to the Board of Trustees for a backyard hen permit by submitting a complete application and application fee. The application fee will be **XXX**, which may be increased as necessary to cover increased mailing and administrative costs. After receiving an application, the Board will conduct a public hearing on the application. Prior to the hearing, the Board will provide at least 30 days prior written notice of the application to all adjacent properties. The Owners receiving notice of the proposed backyard chicken use shall have 30 days from the date of mailing in which to submit to the Board written comments or objections with respect to the application. The application hearing will not be held until at least 30 days from the notice. The permit will be denied outright if more than one adjacent property owner objects. The first permit issued to an Owner is valid for only one (1) year. Following the initial year, the Owner has no right to keep or maintain hens without obtaining a subsequent permit. Permits are subject to renewal following another public hearing prior to the date the permit is set to expire. This approach will allow the Board and homeowners the opportunity to revisit the issue and determine whether the use creates any problems that warrant discontinuance. If the permit is renewed, the Board may renew the permit for up to five (5) years based on the lack of any problems reported by neighbors.

2. Hens are utilized for personal egg production or as pets;

3. A humane and properly constructed henhouse, with at least two (2) feet of grade level ground clearance shall be provided. The structure must include solid, secure sides, including a solid top, that maintain confinement and prevent entry of predatory animals such as foxes or hawks. Exterior surfaces, not inherently resistant to deterioration, shall be treated with a protective coating, such as paint or other suitable preservative, and maintained with sufficient frequency to prevent deterioration. Enclosure must provide access for proper cleaning and maintenance. It must provide protection from extreme temperatures, including but not limited to insulation, ventilation and drainage. Henhouses must include laying boxes of a minimum surface of fourteen (14) inches by fourteen (14) inches per chicken and must be regularly bedded with sawdust, straw, or like material. All enclosures, including but not limited to structures and fencing, shall be constructed or repaired as to prevent rats, mice, or other rodents from being harbored underneath, within, or within the walls of the enclosure. All henhouses must be properly maintained in a safe, clean, sanitary, and substantial condition that poses no health threat to the chickens or citizens and does not create a public nuisance.

4. All henhouses shall be a minimum of five (5) feet away from any adjoining property line. All structures, fencing, and hens must be located in the rear or side yards of the dwelling, except that mobile structures (chicken tractors) may be anywhere within a fenced yard.

5. All feed and other items associated with the keeping of chickens that are likely to attract or to become infested with or infected by rats, mice, or other rodents shall be protected so as to prevent rats, mice, or other rodents from gaining access to or coming into contact with them. All stored food must be kept in covered metal containers;

6. Disposal of Chicken Waste/Manure: Waste products (manure) generated from the raising of chickens shall be placed in the rollout container for compost/yard waste.

7. All hens shall be contained, at all times, within a fence of at least four (4) feet high. Each hen shall have a minimum of four (4) square feet of range area a majority of the day. The range area must be well drained so there is no accumulation of moisture. Hens may forage or roam freely anywhere within a fenced yard on the side or rear of the house, but adequate measures must be taken to provide safety for the fowl and prevent them from straying onto adjacent property.

8. Male chickens (roosters) are prohibited.

9. The use is operated in accordance with Section 115.20(3)(a) of the Kirkland Zoning Code and any other ordinance of the City of Kirkland regulating the keeping of animals.

Pool Committee: 2018 Review

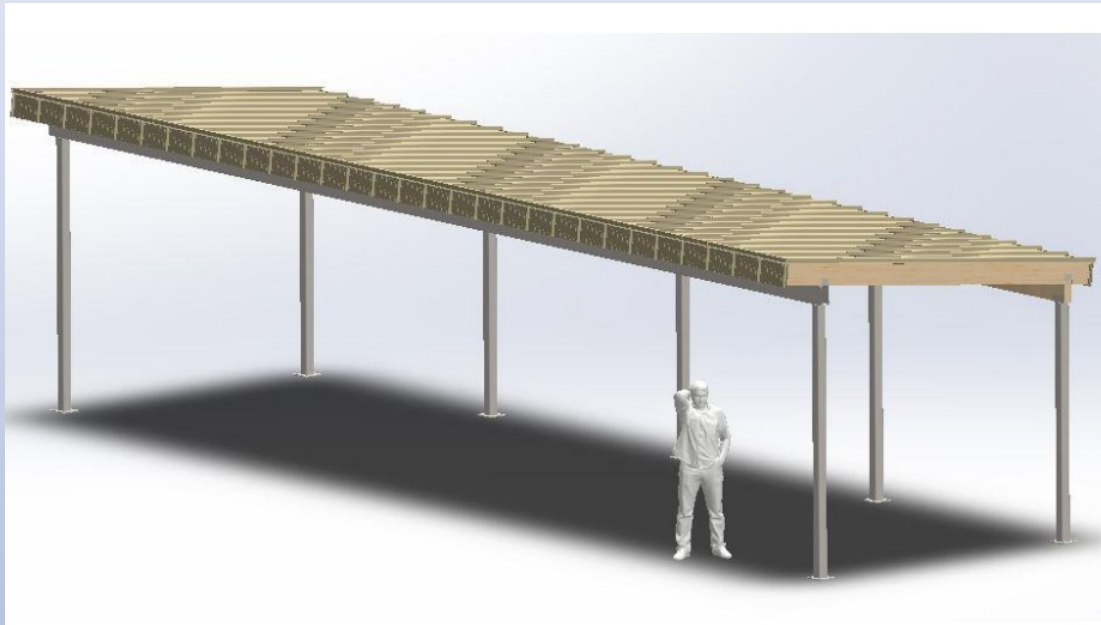
- Replace Furnace
- Repaint Hallway
- Chem Pump
- Bleacher Repair
- Pool House Items:
 - Electrical Work
 - Patio Furniture
 - Plumbing / Piping
 - Rekeying
 - BBQ Replacement
 - Pool Corner Repair

Pool Committee: 2019 Preview

- Pool Mechanical Items
 - Pump Replacement
 - Boiler Servicing
 - Controller Maintenance
 - Filter Cleaning
 - Little Waldo [pool vacuum]
- Pool Deck Items
 - Small Fence Replacement <baby pool area>
 - Umbrellas for Tables (3)
 - Bleacher update
 - Awning update

Pool Committee: 2019 Preview

Awning update



Pool Committee: 2019 Preview

- General Projects
 - Security Lighting update for park
 - Installation of commercial security cameras & sub systems
 - Subscription/use of pool check in system
- Extra Projects Funding [\$19,127]
 - Pool Deck Items
 - ☐ Heavy Duty Round Tables (2)
 - ☐ Heavy Duty Garbage (2)
 - ☐ Replace Shed
 - Sound system update in pool house/Park area
 - Scope development funding for "Master Planning Committee"

Park Committee: 2018 Review

Park Committee: 2019 Preview

Nomination and Election Board members

- Board members expiring terms
 - Steve Gengo - President
 - Adnan Jaddi - Trustee
 - Alex Long - Trustee
 - Vacant - Trustee

Question? & Answer!

Meeting Conclusion