

Riverhill Homeowners Association



**2023 Annual
Meeting**



Meeting Agenda

- ❖ Introductions and Voting Guidelines
- ❖ 2023 Accomplishments
 - ❖ Board
 - ❖ Well property and water system
 - ❖ Gazebo property
- ❖ Water system
 - ❖ Testing results
 - ❖ Water pumps
 - ❖ Water meters
 - ❖ Leaks
- ❖ Gazebo property, sale and backup well site
- ❖ Budget
 - ❖ 2023 Current Budget
 - ❖ 2024 Proposed Budget
- ❖ New Business
- ❖ Nominations/Elections of 2024 Board Of Directors
- ❖ Door Prize Drawing

Introductions

2023 HOA Board

President

James Pearson

Vice President

John Rolland

Treasurer & Secretary

Jessica Hicks

Board Members

Allen Feldman

Jason Miravalle

Rick Vanmeter

Patricia Gneiding

Zii Engelhardt

Introductions & Voting Guidelines

Introductions

HOA Member Introductions

Verify Names

Voting Guidelines

Each lot is entitled one vote

Must be in good-standing

Lot owners will have voting cards

Quorum= 15 members in good standing

Accomplishments

- Three major water leak repairs by Utility Pipeline Contractors
- Water Pump and Pressure Tank replacements
- Water system leak detection
with Evergreen Rural Water of Washington
- Road maintenance and vegetation clearing
by Montejos Gardenscapes
- Website moved to new hosting service
- Well property tree removal by Northwest Tree Service
- Website and HOA email moved from Godaddy to MochaHost
- Water meter installations by HOA Board under direction of Evergreen Rural Water of Washington
- Major homeowner water leak fixed by HOA Board
with Evergreen Rural Water of Washington
- Gazebo blackberry control and pathway clearing by Richard Hicks and Jim Pearson



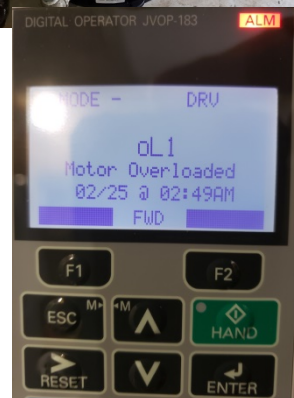
Accomplishments

Water main leak repairs



Accomplishments

Water pump & pressure tanks



Accomplishments

Well property tree removal



Accomplishments

Water meter installations



Accomplishments

Goodbye GoDaddy!



Hosting	143.88/year
Security	17.88/year
Email	23.88/year
SSL	69.99/year
Domain	19.99/year
Domain Security	9.99/year
Storage	
Traffic	Unlimited
Annual Cost	\$285.61



Hosting	50.10/year
Security	Free
Email	Free
SSL	Free
Domain	15.45/year
Domain Security	6.99/year
Storage	Unlimited
Traffic	Unlimited
Annual Cost	\$72.54

Water System

You OWN the Water System!

Managed by the HOA Board

System Operation
overseen by Jason Miravalle

Operated by licensed water manager
Ken Loomis of Olympic H2O

Water Testing Results

Monthly coliform testing
Annual testing

Evergreen Rural Water of Washington

Riverhill HOA is a System Member

STATE OF WASHINGTON	
Public Water System	
Operating Permit	
The Department of Health Office of Drinking Water issues a permit to operate:	
RIVERHILL HOMEOWNERS ASSN (ID# 72810 M)	
to owner:	RIVERHILL HOA County: MASON
	RIVERHILL HOA
	PO BOX 2004
	BELFAIR, WA 98528
This Permit is valid through:	31 Aug 2024
PERMIT CATEGORY:	**** Green ****
The permit category may be modified or the permit revoked subject to water system compliance with applicable State of Washington drinking water rules and regulations and the following statements.	
The system operating permit color category is based on information on file with the Department at the time this permit was printed.	
System is substantially in compliance with applicable drinking water requirements	

Water System

Water Pump Replacement

Status:

COMPLETED

Estimates :

Estimated cost in 2021 - \$16,000

Special Assessment - \$24,250



Special Assessment	\$24,250.00	Final Costs	\$24,250.00
Total Collected	\$21,529.00	Actual Cost	\$33,683.31
Outstanding	\$2,721.00	Difference	-\$9,433.31

Water System



Water Meter Project – **PROGRESS!!!!**

- 49 meters installed
- 49 meters verified installed
- 46 meters yet to be installed

May 2023

- Received 58 used water meters from City of Port Orchard thanks to assistance of Evergreen Rural Water of Washington

Aug 2023

- Board members installed 9 meters on Riverhill Lane
- Board members installed 1 meter on Riverhill Drive

Plan

- Identify “easy to install” meters out of the remaining 46
- Continue to work with Ken Loomis and Evergreen Rural Water of Washington to install meters on Riverhill Lane and other parts of the system in 2024

Water System

Water system leaks

1 leak	351 NE Newkirk Rd
2 leaks	71 NE Riverside PL
2 leaks	101 NE Riverside PL
1 leak	231 NE Riverside PL
2 leaks	165 NE Newkirk RD
1 leak	111 NE Riverhill Dr
1 leak	200 NE Riverhill Dr
1 leak	261 NE Riverhill Dr
1 leak	261 NE Mahonia Dr
1 leak	110 NE Mahonia Dr
1 leak	60 NE Riverhill LN

14 known leaks in the water
mains or connections

**2022 cost to repair 3
worst leaks:
\$7,500 + Parts + Taxes**

This year we had a big leak at 200 NE Riverhill Dr. Estimated cost for this repair was around \$1800-\$2500. The leak was repaired by the HOA for about \$300 the same day it burst.

Our second worst leak is in the water main behind 351 NE Newkirk Rd. Estimated cost is from \$1800-\$2500. Depends on what type of leak is found.

We have 14 total leaks that range from a drip to a slow leak. Down from 16 last year.

Water System

5 Year Plan

2023

- Label all pumps/valves/switches in the pump house
- Add flow direction indicators to all pipes in the pump house
- Post pump house plumbing diagram
- Post water system mains map
- Post well and water tower water mains/valves map
- ~~Level both water tanks~~
- Post emergency operation procedures in the pump house
- Install signage

2024

- Repair #2 well head
- Repair 2 worst leaks in system mains
- Install no parking signage to well and water tower property
- Remove remaining trees on well and water tower property - DONE
- Lower system leak detection
- Clear trees and shrubs from above water mains
- Learn and understand water mains system
- Create annual water system report for membership
- Start water mains replacement fund
- Start water tower replacement fund
- Get estimates on removing old pressure tanks

And Beyond...

2050 – replace all water mains if they last that long

2053 – replace the water tower – it should last that long with maintenance and fingers crossed

2025

- Water tower leak repair – lining and patching
- Repair fence around well and water tower property
- Add water sampling station to pump house
- Upgrade pump house interior lighting
- Repair 2 worst leaks in system mains
- Create and implement annual water mains flushing program
- Create and implement leak detection program

2026

- Repair 2 worst leaks in system mains
- Add mains flushing locations to water system mains
- Raise pump house building, replace rear wall, replace door with steel door

2027

- Add isolation valves to all pump house equipment – tanks, pumps, cut overs, etc.
- Upgrade and install lighting to exterior well and water tower property
- Repair 2 worst leaks in system mains

2028

- Removal of old water tank in preparation for new tank/tower build
- Repair 2 worst leaks in system mains

Water System

Water Tower Fence Repair Estimates

- Kiwi Fencing: \$1449.96
- Kelly Fencing: \$1875.00 plus tax.
- Viking Fencing: \$1981.00 plus tax.
- Northwest Fencing: \$2791.87
- Patriot Fencing: \$5750.00
- Rock Bottom Fencing: \$7186.53

Gazebo Property Valuation

- Potential Sale (with large majority vote)
 - Began with a Mason County Inspection (available upon request)
 - The only buildable location minus all setbacks is where the current basketball court sits
 - All other areas of the property are off limits for building
 - Any well and/or septic tank would require special permits and engineering due to proximity of the creek
 - Engaged with NW Appraisal (available upon request)
 - Based on current market with the County Inspection in hand, the current market value of the property is \$115,000.00

Gazebo Property Backup Well Site

- Reached out to Arcadia Drilling (multiple others were contacted but did not provide quotes).
- Without engineering in place Arcadia would only quote a ROM price of between \$30k-\$60k.
- Engineering would be the hardest to evaluate due to the complexity of the location and minimal build options.

Budget

Financial Status

as of October 31st 2023

	2021	2022	2023
Checking Account	\$ 21,217.17	\$13,700.08	\$14,256.49
Emergency Reserve	\$ 28,947.40	\$35,606.60	\$20,119.19
Capital Improvement	Not established	\$16,053.32	\$5,458.14

Current Revenue

88 Full water share at \$560.00
9 Unused water share at \$280.00
19 No water/property only at \$140.00

Total HOA Annual Dues Revenue
\$54,460

Annual Revenue History

2017 – 2021 \$33,185
2022 \$38,900
2023 \$41,851

Budget

Income Sources as of Oct 23

HOA Dues

	Total	Collected	Outstanding
Full Water Shares	\$49,280	\$33,147.88	\$16,132.12
Unused Water Share	\$2,520	\$2,210	\$310
Property Only	\$2,660	\$2,469	\$191

Special Assessments

	Total	Collected	Outstanding
Water Pumps	\$24,250	\$21,529	\$2,721
Water Meters	\$60,000	\$48,190.75	\$11,809.25

Budget

2023

Expenditures

as of October 23

	Total expense
Annual Picnic	\$ 321.48
Board Fees	\$ 3,200.00
Gazebo Garbage	\$ 111.67
Gazebo Property	\$ 1175.50
Property Maintenance	\$ 378.14
Processing Fee	\$ 16.69
Taxes	\$ 1,487.91
Utilites Gazebo	\$ 444.00
Utilites Pump House	\$ 3180.00
Utilites Street Lights	\$ 2,315.00
Water Upgrades	\$ 21,238.43
Well Management	\$ 2,016.37
Water System Repairs	\$ -
Insurance	\$ 4,665.00
Office Supplies	\$ 138.30
Porta-Potty	\$ 876.50
Audit Review	\$ 150.00
Licences	\$ 411.50
Bank Charges	\$ -
Legal Fees	\$ -
Filing Fees	\$ 207.00
Reimbursement	\$ -
Web Page Management	\$ 269.74
Annual Meeting/Door Prize	\$ -

Budget

Where the money goes

Water System	Current
HOA Insurance	3500
Water system manager	1800
Water system repairs (2 leaks)	4000
Licensed contractor	3000
Water sampling	1500
Taxes - state and county	750
Electricity	4500
Water mains mowing and clearing	1000
Total	20050
Proposed = unchanged	

Park Property	Current
Park property mowing	1500
HOA Insurance	1500
Taxes - state and county	750
Electricity	1500
Park property maintenance	1500
Porta Potty	600
Park property garbage	250
Total	7600
Proposed = 7075	

HOA Positions	Current
Secretary	2400
Treasurer	2400
President	500
Vice President	300
Meetings	2700
Total	8300
Proposed = unchanged	

Budget

2024

Proposed Budget

	Current	Proposed
Board fees		
Secretary	2400	2400
Treasurer	2400	2400
President	500	500
Vice President	300	300
Meetings	2700	2700
HOA Operations		
Bank fees	5	5
HOA Insurance	5000	5000
License	350	400
Office Supplies	300	250
PO Box	500	250
Taxes - state and county	1500	1500
Milage and phone reimbursements	250	150
HOA financial audit	150	150

Total: \$47,480

About \$1000 less than last year

	Current	Proposed
Property Maintenance		
Property Maintenance	2500	1000
HOA road mowing and clearing	500	500
Water mains mowing and clearing	1000	1000
Tree and greenspace management	1000	3500
Electricity		
Street lighting	4000	3500
Water pumps	4500	4500
Gazebo	1500	750
Legal Expenses		
Legal Fees	1500	1000
Lien filing fees	1000	1250
Web page		
Domain registration and website	250	100
Web page management	250	250
Park Property		
Park property maintenance	1500	1000
Porta Potty	600	900
Park property garbage	250	175
Park property mowing	1500	2000
Annual meeting prizes	250	250
Annual picnic	300	300
Water System		
Licensed contractor	3000	3000
Water sampling	1500	1500
Water system repairs (2 leaks)	4000	4000
HOA Water System Manager	1800	1800

Budget

What is missing from the budget?

Water mains replacement fund

Water mains installed in the 1970's and now are 50+ years old

Water mains have been under 90 PSI pressure for the entire time

Water mains have numerous leaks, some worse than others

Replacing lines wild guess estimate - \$1,000,000 to \$1,600,000

Water tower replacement fund

Completed in 2002

Concrete tank life expectancy is 50 to 60 years if well maintained

Replacing tank wild guess estimate - \$500,000 to \$1,000,000

The Plan

A replacement fund must be established for both tower and mains replacement

Government grants – federal and state – should be sought for both projects

Fund a water system manager to:

- Oversee water system maintenance

- Seek out FREE sources of money for these projects

Budget

No proposed changes to HOA Dues!!!!

2023 situation:

Only if everyone payed:

Proposed budget for 2024	\$47,480
Current HOA Annual Dues	\$54,460
Gain for emergency reserve	\$6,980

But not everyone pays:

Proposed budget for 2024	\$47,480
Expected HOA Annual Dues	\$49,560
Gain for emergency reserve	\$2,080

2022 situation:

Only if everyone payed:

Proposed budget for 2023	\$40,965
Current HOA Annual Dues	\$38,900
Shortfall	\$2,065

But not everyone pays:

Proposed budget for 2023	\$40,965
Expected HOA Annual Dues	\$35,400
Shortfall	\$5,565

Typical Non Payers

7 Full Water Shares

1 Unused Water Share

5 Property Only

These numbers do NOT include water main or tower replacement funds



Budget Approval

Vote to approve....



New Business

It is your turn...

What do you want to discuss?

2024 Board Election

Any HOA member in good standing may be a member of the board – this means you!

No experience necessary!

Open nominations for 2024 board

First and second nominations

Then vote



Door Prizes

Time for the goodies... small goodies but still goodies!



Thank You