

SPHOA Annual Board Meeting Notes – 2026 (Draft)

February 7, 2026 at 10:00 am to 12:00 P.M. at Grace Covenant Church

Board Members: Arlene McMahon, President/Acting Treasurer; Josh Hizon, Vice President; Acting Secretary, Bob McNally, Member at Large, Mike McGoey, Member at Large, Absent: Steve Fanis, Website Coordinator.

Homeowners: Sharon Monahan, Kathleen Matthews, Mike McGoey, Arnold and Betty Cuddeford, Jim and Natalie Hall, Bruce Cardwell, Steve Dilley, Warren Devine, Dick Cormier, Jim Jacquet, Rick and Cecilia Storvick, Kathleen Kaynor, Deb Mills, John and Nancy Sladek, Todd Jenkins, Robert Davis, Karen Smith, David Cooke, Mike Osweiler

Opening

Call to Order at 10:05 am

1. Arlene Presidents Report:

- Declared a quorum of members present.
- President's Report: Arlene expressed gratitude for the board members that have continued to keep Shana Park up and running.
- President reminds residents that the BOD is here to help you and the neighborhood.
- Board members and homeowners introduced themselves
- 2025 annual meeting minutes were reviewed and approved.
- 2026 Meeting agenda reviewed.
- Arlene: Call for new Board Members to Join the Board for the 2026 year.
 - No volunteers recorded
- Steve is continuing to monitor and post items to the web site from Korea. Homeowners can contact the board through the website.

Secretary's Report

- Agenda read by Josh to those present at the meeting.
- HOA members given 10 minutes to review 2025 meeting notes for HOA approval
 - No issues or concerns noted.
 - No questions or comments Noted.
- Motion to Approval: Steve Dilley - Seconded: Rich Storvick.
 - Motion Approved unanimously by residents.

Treasurer's Report - 2026 Budget

- Arlene reviews treasury report for 2025 and notes events and changes to the budget and expenditures.
- Online BillPay Started:
 - HOA started online bill pay through banks for homeowners to pay directly without using checks or mailing via USPS.
- **Budgetary Increases for 2025 and Beyond**
 - Insurance:

- Increase in HOA liability insurance – 30–40% increase in premiums.
 - This will affect dues down the road and insurance costs continue to rise with no sign of decrease in the future.
- Insurance cost increases due to rising overall liability
- Many insurance companies opting out of covering HOAs

- Greenbelt Tree Expenditures
 - Increase spending from Contingency ‘account’: SPHOA has gone over its general budget estimations for 2025 mainly due to a continuing issue with the removal of aging greenbelt trees.
 - Insurance increases:
 - This issue will continue and is the main drive (along with Insurance) for the need for dues increases.
- Dues increase discussion ensues amongst the homeowners and board.
 - There is a consensus for increasing dues over time.
 - Josh shares that he remembers homeowners at the 2025 Annual meeting expressing their desire to not increase dues but to instead pay a special assessment which is contrary to this year’s discussion.
 - John Sladek makes a motion to propose the board begin to consider raising the dues to \$210/year in the next year, seconded by Rick Storvich. Motion passed
 - Board will continue considering HOA dues increases but understands that dues increases and possibly special assessments will both be necessary over time.
- Josh and Arlene bring up that it might be necessary to do a complete overhaul of the HOA CCRs to make dues increases much easier to perform OR have a system that increases the dues automatically every 1,2 or 4 years depending on inflation and community needs.
 - State will soon require HOAs CCRs Bi-Laws to comply with new state and local laws by requiring changes to their CCRs and Bi-Laws. This may be a good opportunity to make the overhaul changes to the rules as we comply to state requirements.
- Rick Motions to approve the 2026 Budget, seconded by John. Motion passes without objections.

Website:

Steve continues to manage the Website from abroad but will return to Shana Park in March 2026 to resume in person duties. No comments or questions regarding Website.

Contact the HOA Board: hoa@shanapark.org or through the website at www.shanapark.org

Old Business

Normandy Ct Light Issue

- Discussion on light issue – Josh explains the history of trying to verify ownership of the light and how it came into our possession during the Normandy Dr reconstruction around the year 2000.
- The light has been nonfunctional since Sept/Oct of 2025. Summers Manor apartments tried to fix the light (believing it was theirs) only to have PSE tell them it belonged to Shana Park. Summers Manor refused to take over the light that serves their residence or pay for any repairs. Josh contacted PSE and learned the light belonged to SPHOA which was surprising considering it's not on or adjacent to their property. SPHOA does not want to own the light nor repair it, PSE wants \$1500 to de-energize the light. Josh began looking for other neighborhoods or municipalities to 'buy' the light for \$1 and pay for its removal and replacement. This is still possible but was put on pause as we tried to work out how best to deal with the light.
- Resident and former president, Todd Jenkins, during that time gave the Board the insight at the Annual Meeting needed to understand what happened in 2000. During the reconstruction of Normandy Dr, PSE and the City of Olympia essentially forced Shana Park to assume responsibility for 3 new lights installed by the city. One on Normandy Dr (which has since been destroyed in an accident), One on the corner of Normandy Dr and Clearfield Dr. and one in the Cul de Sac of Normandy COURT. The HOA fought with the City and PSE in 1998-2001 but eventually were forced to take on ownership and electricity payments of the 3 lights, even though the Normandy Ct light does not serve the HOA and is not on or adjacent to the property due to the light 'being on the HOA circuit to be metered'.
- As of the Annual Meeting 2026 the issue is still unresolved and will have to be continued by the HOA Board into the future.

Voting and Neighborhood Awareness

Shana Park continues to struggle to get responses for votes etc from residents.

- Todd Jenkins proposed to create captains for streets/cul-de-sacs to raise awareness.
- Board will consider this suggestion to make operations that require the full votes of homeowners etc.

Greenbelt

- Arlene submits greenbelt update – Trees continue to grow and be problematic for residents and the HOA budget.
- Full Waxwing discussion on assessments.
 - Summary:
 - 1. Four greenbelt trees are designated as removal
 - 2. Six greenbelt trees are designated for pruning
 - 3. One tree is designated for Level 3 resistograph testing
 - 4. One and possible a second greenbelt tree are in consideration for cabling.
 - 5. Several are designated to be reviewed in two years

- Summary of trees designated for removal
- Working off Waxwing ongoing reports
- Do not want to leave any homeowner at risk and we still need to manage our budget.

New Business - Open Discussion

- Please use AlterTrack to share concerns. hoa@shanapark.org.
- Lot 118 – discussed about possible property damage during greenbelt tree work. The Board agreed to follow-up
- 5016 Normandy – concern for cottonwood tree. Waxwing said trimming and chains could solve the problem. SPHOA will continue to work with the homeowner and tree contractors to find the best solution for everyone.
- WFC: Trees 7–8 – county dropped debris in greenbelt – BOD to follow up
- Lot 130 – case closed – Home is being rebuilt. 2026 dues have NOT been received but will be upon sale of the property.

Next Meeting

- February 6, 2027

Meeting Adjourned

Attachments:

- Agenda
- 2025 Budget Report and 2026 Proposal
- Waxwing Summary