

# **Villas at Big Trout Condominium Association Meeting 2025 Budget Ratification and Notice of Dues Assessment Increase**

Thursday, November 7, 2024 – 6:30 PM

Held Via Zoom and In Person for those Opposing the 2025 Budget

<https://us02web.zoom.us/j/8092495974?pwd=W1Q3S1A5OV1WcG1sMH1VUjFGWTdNdz09&omn=85420754150>

**Meeting ID: 809 249 5974 - Passcode: 22855**

## **\*\*Community Association Management, Ops Solutions NW Will Facilitate the Ratification Meeting**

1. Call the meeting to order and make the following announcements:
  - a. No other business will be taken at this meeting.
  - b. The only purpose of the Ratification Meeting is to tally the members opposed to the 2025 Budget.
  - c. The 2025 budget will automatically be ratified unless 51% of the membership oppose the ratification.
2. Tally and announce number of VOTES in opposition.
3. Notify Pass or Fail via email to the membership.
4. Adjourn the meeting.

Budget was adopted on October 17, 2024, by the Board of Directors, in accordance with RCW 64.90.525

# Villas at Big Trout

October 20, 2024

Re: 2025 Budget Ratification and Notice of Assessment Increase

Dear Condo Owner(s):

As the Villas at Big Trout Condo Association moves closer to a new year, we are pleased to announce that on October 17, 2024, your Board of Directors adopted the attached proposed budget, representing a solid financial plan for 2025, with the proposed reserve contribution of \$185,000, which will move us closer to our 70% - 100% targeted goal. The decisions are from the collective input of the Board, members of the association, its partner agent, Ops Solutions NW, and the results of the 2025 Reserve Study, performed by Accurate Reserve Professionals, LLC, on August 29, 2024.

The proposed assessment increase is \$24.00, which represents a responsible and stable financial budget plan, for the coming year, increasing our monthly assessment to \$319.00, effective January 1, 2025.

**IMPORTANT:** The budget will automatically be ratified unless 51% of the members attending the ratification meeting oppose the 2025 budget. The Ratification Meeting will be held via Zoom at 6:30 PM in the onsite office adjacent to our private community pool, for owner's only, on November 7, 2024. The budget ratification ***will be the only business discussed.***

Attendance is not mandatory via zoom or in person, unless you are voting against the ratification.

Join Zoom Meeting  
November 7, 2024, at 6:30 PM

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As an important note: Outlined in our governing documents and presented in the recent Reserve Study, “the Board of Directors, of an association, has a legal and fiduciary duty to maintain the community in a good state of repair. Individual unit property values are significantly impacted by the level of maintenance and upkeep provided by the association as well as the amount of the regular assessment charged to each owner.”

The Villas at Big Trout Condo Associations 2024 budget was able to withstand the short reprieve—providing a temporary reduction—for the sake of easing back a bit on those hit extremely hard by the pandemic and economic downturn, while efficiently maintaining a positive budget, without negatively impacting the association.

The Board is committed and dedicated to the association and wishes to thank the entire membership. The Board also extends their appreciation and thanks to our Community Association Management partner, Ops Solutions NW.

With many thanks,

Big Trout Condo Association Board of Directors

c/o Ops Solutions NW

6718 N. Pittsburg Street

Spokane, WA 99217

(509) 919-7771

Email: [Christina@opssolutionsnw.com](mailto:Christina@opssolutionsnw.com)

## Budget Detail

Exported On: 10/16/2024 09:14 PM

### Operations Solutions NW

Properties: Villas at Big Trout Condo Association - 22855 E Country Vista Dr Liberty Lake, WA 99019

Period Range: Jan 2025 to Dec 2025

Consolidate: No

Include Zero Balance GL Accounts: No

Account Name	Total	Percent
<b>Villas at Big Trout Condo Association - 22855 E Country Vista Dr Liberty Lake, WA 99019</b>		
<b>Income</b>		
ASSOCIATION ASSESSMENTS		
HOA Dues	857,472.00	100.00
<b>Total ASSOCIATION ASSESSMENTS</b>	<b>857,472.00</b>	<b>100.00</b>
<b>Total Budgeted Income</b>	<b>857,472.00</b>	<b>100.00</b>
<b>Expense</b>		
Reserve Contribution	185,000.00	100.00
<b>GROUNDSKEEPING</b>		
Landscaping	81,000.00	12.08
Snow Removal	16,305.00	2.43
Pest Control	1,325.00	0.20
Flowers	1,010.00	0.15
<b>Total GROUNDSKEEPING</b>	<b>99,640.00</b>	<b>14.85</b>
<b>CLEANING AND MAINTENANCE</b>		
General Maintenance Labor	12,000.00	1.79
<b>Total CLEANING AND MAINTENANCE</b>	<b>12,000.00</b>	<b>1.79</b>
On-Site Management Assistant	6,800.00	1.01
<b>INSURANCE</b>		
Property Insurance	138,000.00	20.57
<b>Total INSURANCE</b>	<b>138,000.00</b>	<b>20.57</b>
<b>LEGAL AND OTHER PROFESSIONAL SERVICES</b>		
Legal	6,600.00	0.98
Annual Audit	4,950.00	0.74
<b>Total LEGAL AND OTHER PROFESSIONAL SERVICES</b>	<b>11,550.00</b>	<b>1.72</b>
<b>MANAGEMENT COMPANY</b>		
Management Fees	38,400.00	5.72
<b>Total MANAGEMENT COMPANY</b>	<b>38,400.00</b>	<b>5.72</b>
<b>COMMUNAL AREAS</b>		
Pool & Hot Tub	14,000.00	2.09
Fitness Center	2,000.00	0.30
<b>Total COMMUNAL AREAS</b>	<b>16,000.00</b>	<b>2.39</b>
<b>ADMINISTRATIVE/BOARD EXPENSES</b>		
Postage	800.00	0.12
Website and Hosting	180.00	0.03
Board & Annual Meetings	150.00	0.02
Community Events	500.00	0.07
<b>Total ADMINISTRATIVE/BOARD EXPENSES</b>	<b>1,630.00</b>	<b>0.24</b>
<b>TAXES</b>		
Income Tax	1,400.00	0.21
<b>Total TAXES</b>	<b>1,400.00</b>	<b>0.21</b>
<b>UTILITIES</b>		
Electricity	29,534.00	4.40
Water	39,346.00	5.87
Sewer	100,162.00	14.93
Garbage and Recycling	822.00	0.12
<b>Total UTILITIES</b>	<b>169,864.00</b>	<b>25.32</b>
<b>CABLE, INTERNET, AND TELEPHONE</b>		
Cable - Comcast	161,000.00	24.00
<b>Total CABLE, INTERNET, AND TELEPHONE</b>	<b>161,000.00</b>	<b>24.00</b>
<b>SPECIAL PROJECTS</b>		
Special Projects	12,000.00	1.79
<b>Total SPECIAL PROJECTS</b>	<b>12,000.00</b>	<b>1.79</b>
Capital Projects	2,500.00	0.37
<b>Total Budgeted Expense</b>	<b>855,784.00</b>	<b>100.00</b>
Total Budgeted Income	857,472.00	100.00
Total Budgeted Expense	855,784.00	100.00
<b>Net Operating Income</b>	<b>1,688.00</b>	<b>100.00</b>

Budget was adopted on October 17, 2024, by the Board of Directors, in accordance with RCW 64.90.525

# BALLOT

## 2025 Budget Ratification and Notice of DUES Assessment Increase to \$319.00 as of January 1, 2025

As mandated by law, the budget will automatically be ratified unless 51% of the membership oppose the 2025 Budget, by vote or by proxy.

IMPORTANT: To attend in opposition please join via Zoom link below on Thursday, November 7, 2024, at 6:30 PM, or in person on site in the office adjacent to the pool at: Villas at Big Trout Condo Association.

<https://us02web.zoom.us/j/8092495974?pwd=W1Q3S1A5OV1WcG1sMH1VUjFGWTdNdz09&omn=85420754150>

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### 1. SEE BELOW: VOTE to Reject/OPPOSE

- a. If you **OPPOSE** the 2025 Budget and Dues Assessment Increase, and cannot attend the Zoom meeting, you may email Christina Ross at: [Christina@opssolutionsnw.com](mailto:Christina@opssolutionsnw.com) no later than **3 PM, Thursday, November 7, 2024** (mandatory deadline), and submit the following statement (\*) below via email:

(\*) I [Name] \_\_\_\_\_, 22855 E. Country Vista Drive, Unit \_\_\_\_\_, OPPOSE the 2025 Budget Ratification and Notice of Dues Assessment Increase to \$319.00.

Date: \_\_\_\_\_, Signature: \_\_\_\_\_

Or send your written (**USPS Mail**) opposition to:

Ops Solutions NW, 6718 N. Pittsburg Street, Spokane, WA 99217.

**All written notices in opposition must be received by, Monday, November 4, 2024, before 5 PM (mandatory deadline).**

### 2. SEE BELOW: ALL IN FAVOR OF PASSING THE 2025 BUDGET:

**IF YOU ARE IN FAVOR OF THE 2025 BUDGET, THEN, NO** attendance via Zoom or in person is required. No email needs to be sent, and no written notification is necessary. Absolutely, no action is required, if you approve the 2025 Budget.