

Ridge HOA Board Annual Meeting Minutes

July 17, 2024

- I. Call to order:** 6:06 pm – Board Members In attendance; Derek Marino, Casey Hawk, Mike Hoefel, Keith Franke, Robin Graf, Bruce Kannenberg, and DJ del Rosario. There were 28 Ridge households who attended the meeting in person, and there were an additional 45 houses that provided proxies. The total of 73 houses represented is well over the 20% (46) needed for a quorum.
- II. Approval of Minutes from last year's Annual Meeting:** Approved
- III. Election of Board Members (Keith Franke):**
 - a. Board Member Nominations received prior to meeting were:
 - i. Derek Marino; Position 2
 - ii. Cindy Sanders; Position 3
 - b. There were no nominations from the floor after three calls.
 - c. Hearing none, all present voted on the full slate of nominees.
 - d. Derek Marino and Cindy Sanders were duly elected to the Ridge Board.
- IV. Treasurer's Report (Robin Graf)**
 - a. Review of the Ridge HOA's financial position.
 - b. Review of the Reserve Study which was completed after the last Annual Meeting.
 - c. Review of the delinquencies which are down considerably from 12 months ago.
 - d. Review of the HOA dues increase.
 - e. Review of the water cost increases.
 - f. Review of the Sports Courts liability concern.
- V. Opening (Casey Hawk)**
 - a. Introduction of Board Members
 - b. Introduction of the Committees and the Committee Members
 - c. Main focuses since the last annual meeting:
 - i. Increased communication and transparency
 - ii. spreading the work through Committees of which 2 additional Committees were created and all Committees developed a charter
 - iii. our mission / vision as a Board.
- VI. Sports Courts Committee (Mike Hoefel)**
 - a. Pressure washing of the court surface was completed (Mike and Derek)
 - b. Worn out net was replaced
 - c. New brackets on basketball court to accommodate both volleyball and pickleball nets.
 - i. The committee may recommend the purchase of nets for that court
 - ii. The court has lines painted for pickleball

- d. Cleaning the gazebo area and roof of moss
- e. Problems with existing tennis / pickleball court
 - i. Root penetration is damaging surface and increasing the liability concerns
 - ii. High water table under the entire area
 - iii. GeoTech study revealed no better place for the court than the existing
 - iv. Committee wants the best permanent and cost-effective solution
 - 1. Trenching along tree lined exposure to prevent future root penetration
 - 2. Cutting of roots was recommended by the Arborist
 - 3. Filling in the low spots
 - 4. Resurfacing the court
 - 5. Still working through the bid evaluation process to determine the best proposal value.

VII. Roofing Committee (Bruce Kannenberg)

- a. There are 18 wood roofs remaining in The Ridge
- b. One is in the process of being replaced.
- c. 7 of the 17 are showing accelerated aging and should be monitored closely by the owners.
- d. It is likely that over the next 3-5 years, the remaining wood roofs will be replaced.
- e. Please consult the Ridge website for approved materials and the process for HOA approval prior to starting your project.

VIII. Safety and Security Committee (Casey Hawk)

- a. F-Dub services (The Ridge security company) introduction, history and value to our community.
 - i. Crime analytics review prompted a proposal to the Board for increased F-Dub services
 - 1. Daytime patrols
 - 2. Daytime response to suspicious activity or need
 - ii. Phone number for owners to call to report incident or receive response is 253-883-7761
 - iii. The number of daytime response requests have increased, which is good that we are utilizing the expanded service. There has been increased visibility of our security provider in our community.
 - iv. Casey invited Cindy Sanders to speak to the City of Federal Way's commitment to add lighting to the 7th Way entrance to The Ridge.

IX. Architectural and Landscape Committee (Robin Graf)

- a. Rob presented the list of ALC accomplishments
 - i. Removal of dangerous trees along 7th Way (Self performed)
 - 1. Arborist Study completed and recommendation followed: Removed numerous trees; some contracted, some self-performed
 - ii. Debris removal coordination with the city

- iii. Sprinkler upgrades and repairs
- iv. Removed roots in path along sports courts
- v. Widow makers removed; some contracted, some self-performed
- vi. Island curbing repairs
- vii. Added boxwood shrubs around the 3rd Avenue monuments (Derek)
- viii. Attended the monthly walks with our Targa property manager
- ix. Approved over 20 applications for architectural changes
- b. Rob introduced the other ALC members; April Marino, Keith Franke, and Robert Bickel
- c. Introduced some concepts to increase the use, aesthetics, and sustainability of the Big Park developed by Robert Bickel, the newest member of the ALC. These concepts will be presented to the full board at a future meeting.

X. Community Engagement Committee (DJ del Rosario)

- a. 1st year as a new board member and chair of this committee; thank you for the opportunity to serve.
- b. Call for new residents to the Ridge and a welcome message
- c. Accomplishments
 - i. Delivery of welcome baskets by the team: April Marino, Peggy Bolf, and Michele Graf
 - ii. Holiday Lights contest
 - iii. Community garage sale
 - iv. National Night Out (in August 2023 and upcoming)
- d. **Open Forum**
 - i. Owner requested to have winner results prior to Christmas so they could see them.
 - ii. Owner reminded residents to not park on the sidewalk
 - iii. Owner wanted to thank the Board for all their work
 - iv. Owner suggested the Roofing Committee provide an approved list of materials for solar panels like the direction provided for roofing materials
 - v. The HOA Board expressed sincere thanks to the outgoing HOA President, Casey Hawk, and presented him with a small gift.

XI. Closing Remarks and Thank You (Casey Hawk)

- a. **Meeting Adjourned at 7:25 PM**

Date Approved: July 16, 2025

Keith Franke, Secretary

The Ridge Homeowners Association

Questionnaire for Board Nomination

Candidate Name & Address:

Marcus Jackson

228 SW 331st Pl

Federal Way, WA 98023

- How long have you resided in The Ridge?
 - 3 years and 11 months
- What prior experience as a Board member for businesses, associations, or other organizations does the candidate have?
 - As an Executive at Seattle City Light, I am a voting member of the Customer Technology and Operations Committee (CTOC) which involves executives and staff from Seattle Public Utilities and Seattle Information Technology departments.
 - Member of the Customer Service Executives group of the Large Public Power Council (LPPC).
 - Executive member of the Billing and Payment Council of Chartwell, Inc.
 - Executive Sponsor for City Light's Black Employees Association.
 - Voting member of City Light's Variance Committee which makes determinations on requests from construction contractors to deviate from established electrical standards due to a variety of circumstances.
- Is the candidate currently serving on any Boards, and if so, what Boards?
 - Still participating on the committees above.

- What skills or knowledge does the candidate possess that will allow them to help enhance living in The Ridge?

I'm a candidate with 30 years of management and leadership experience from both private and public sector employers. For the past 24 years I've been in leadership positions with the City of Seattle. Throughout my tenure I've been responsible for leading teams at Seattle City Light (SCL) and Seattle Public Utilities (SPU) responsible for a variety of areas including customer service, billing and metering services, technology projects, customer engineering, construction management, credit and collections, and financial assistance programs. I also spent five years as the director of the Customer Contact Center, which provided over the phone and online customer service for both SCL and SPU customers.

I'm a collaborative person that believes in valuing the points of view of others as the group looks to identify solutions to issues and decision making. My strengths include exceptional skills in time management, organization, decision making, and communication. I also have many years of budget management experience. In my current role, I manage an annual budget of \$41M.

I've amassed decades of experience in resolving employee and customer issues/disputes. This experience will be helpful if/when we need to navigate disputes between residents, between residents and the HOA, as well as issues between the HOA and the service providers we contract with for specific services.

- What are the candidate's reasons for wanting to serve on The Ridge Board?

With my skills and background, I believe can effectively support the board's ongoing efforts. I am particularly interested in promoting transparency, ensuring fair application of our community's rules, and

contributing to long-term planning that protects our property values and neighborhood amenities. Most importantly, I am committed to listening to residents, working collaboratively with other board members, and making thoughtful, balanced decisions that serve the best interests of our neighborhood.

As a resident of The Ridge, I appreciate the steps that have been taken to maintain the aesthetics of our neighborhood. As a homeowner who takes pride in taking care of his own property, I would love to provide leadership and input towards continuous improvement efforts at The Ridge.

This neighborhood has proven to be a great place to live for me and my family. So rather than just observe changes that happen, I'd like to have a voice to help guide decisions that affect all residents. I would love to give back to the community by serving on the board.

- Is the candidate willing and able to attend regular Board meetings, committee meetings, etc.?
 - Yes

The Ridge Homeowners Association

Questionnaire for Board Nomination

Candidate Name & Address:

Rob Graf
33236 2nd Place SW
Federal Way, WA 98023

- How long have you resided in The Ridge? **28 years**
- What prior experience as a Board member for businesses, associations, or other organizations does the candidate have? **40 years of federal service - Senior Federal Executive & CFO in charge of agency's \$9 billion annual budget. Experience in property management, development, construction and capital investment strategies for federal owned & leased buildings, US Courthouses & border stations. Having served as Ridge HOA Board president for 9 of the past 12 year, I was responsible for development of The Ridge HOA Board's Mission Statement, the transfer of the private roads to the City, the rewriting of the By-Laws & Community Rules, along with many other strategic & operational actions. Also served for 10 years on the board, and twice as Board Chair, of Orion Aerospace.**
- Is the candidate currently serving on any Boards, and if so, what Boards?
The Ridge HOA Board of Directors
- What skills or knowledge does the candidate possess that will allow them to help enhance living in The Ridge? **Proven team builder & detailed knowledge in finance, development and capital investments & strategies. See answer to question 1 above.**

- What are the candidate's reasons for wanting to serve on The Ridge Board?
I love The Ridge community and want to continue to make it a great place to live.
- Is the candidate willing and able to attend regular Board meetings, committee meetings, etc.? **YES**

THE RIDGE HOMEOWNERS' ASSOCIATION

Proxy for the July 16th, 2025, Ridge HOA Annual Meeting

I cannot attend the July 16th, 2025, Ridge HOA's Annual Meeting, but wish to help form a quorum.

Checking the appropriate box below allows you to designate whether you wish to simply be counted towards the Annual Meeting quorum attendance requirement, or whether you want to name a specific HOA member attending the Annual Meeting to cast votes on your behalf.

Check only one box below:

☐ I DO NOT give anyone permission to vote for me; however, I do give the Board of Directors of the Association permission to count this Proxy Form toward the quorum attendance requirement needed to conduct business at the Annual Meeting.

☐ I give _____ permission to vote for me at the Annual Meeting on any business decision, including the election of Board members. This person may vote for me as if I was present at the meeting.

My proxy will remain in effect in the event of a follow-on Special Meeting, should there be a lack of quorum at the July 16th, 2025, Annual Meeting.

I am the owner of the property listed below.

Printed Name: _____

Division and Lot No.: _____

Signature: _____

Date: _____