

Shadow Run at Canyon Lakes Homeowners Association

Budget Overview: FY_2024 - FY24 P&L

January - December 2024

	TOTAL
Income	
Fines	0.00
Interest	0.00
LATE CHARGES	0.00
Lien Expense Reimbursement	0.00
Membership Assessments	68,950.00
Transfer Fees	0.00
Total Income	\$68,950.00
GROSS PROFIT	\$68,950.00
Expenses	
Bank Charges	0.00
Bookkeeping Software	300.00
Committee Expenses	250.00
Activities Comm.	0.00
Total Committee Expenses	250.00
Common Area Improvements	1,250.00
Continuing Education	250.00
CPA Audit	2,500.00
Electricity	600.00
Insurance	4,000.00
Landscaping Maint. & Repair	33,000.00
Legal Fees	
Association Incurred	2,000.00
Homeowner Incurred	0.00
Total Legal Fees	2,000.00
Licenses	40.00
Meeting Expenses(Annual Mtg)	350.00
Memberships	325.00
NSF Check	0.00
Office Supplies	400.00
PO Box Rent	232.00
Postage	300.00
Property Management	0.00
Property Taxes	300.00
Reconciliation Discrepancies	0.00
Repairs	
Fence Repair	0.00
Total Repairs	0.00
Reserve Account	16,723.00
RESERVE STUDY	800.00
Tax Preparation	300.00
Telephone Expense	330.00
Water (KID)	4,000.00
Website Main.	700.00

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Budget Overview: FY_2024 - FY24 P&L

January - December 2024

	TOTAL
Total Expenses	\$68,950.00
NET OPERATING INCOME	\$0.00
Other Income	
Bank Interest	0.00
Total Other Income	\$0.00
NET OTHER INCOME	\$0.00
NET INCOME	\$0.00



Shadow Run at Canyon Lakes HOA

PROXY FORM

I, _____, owner of _____,
(Name of Homeowner) (Shadow Run Address)

am a voting member of the Shadow Run at Canyon Lakes Homeowners Association, hereby appoint:

(Name of Proxy: First & Last Name)

who is another voting member of the association, to serve as my proxy holder to attend (check all that apply):

_____ ***Shadow Run at Canyon Lakes Annual Meeting*** to be held in-person on ***January 22nd, 2024***, at ***7:00*** p.m., or at any continuation of the meeting, The appointment of proxy shall only be effective during this *Annual Meeting* on ***January 22nd, 2024*** and at any continuation of said meeting.

_____ ***Shadow Run at Canyon Lakes Budget Ratification*** to be held in-person on ***January 22nd, 2024***, at ***6:30*** p.m. The appointment of proxy shall only be effective during this *Budget Ratification Meeting* on ***January 22nd, 2024***.

I am authorizing the proxyholder named above to vote and act on my behalf to the extent that I would be personally present.

Signature (Homeowner):

Date: _____

Name of Homeowner (print):

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2024 Budget Ratification Ballot

Enclosed in this mailing is a proposed Operating Budget for Shadow Run at Canyon Lakes Homeowners Association for the calendar year 2024. Put a check mark (✓) on the blank to Accept or Repeal the proposed 2024 Operating Budget.

_____ ACCEPT _____ REPEAL

Signature (Homeowner):

Shadow Run Address:

Name of Homeowner (Print):

DATE:

**Shadow Run at Canyon Lakes Homeowners
2024 Budget Ratification Meeting Notice &
2024 Annual Meeting Notice**

The 2024 Annual Meeting and the 2024 Budget Ratification Meeting are two separate meetings. We have attempted to schedule them on the same evening for the convenience of the members. Please read the following descriptions of the meetings carefully, as the Annual Meeting notice includes both a first meeting date and time and an alternate meeting date and time. Both of the Annual Meetings and the Budget Ratification meeting will be held at:

Kennewick Public Library Union St. Branch
1620 S. Union St., Kennewick, WA 99338

2024 Budget Ratification Meeting Notice
Monday, January 22nd, 6:30pm

Budget Ratification Meeting: On November 30th, 2023 at the regular public monthly meeting, the Board voted and adopted a budget for the 2024 fiscal year. There is no proposed increase in assessments, and assessments will stay at \$350/year. **A quorum is **not** required for a successful Budget Ratification meeting.** Therefore, there is one, and only one Budget Ratification meeting, and it will be held on January 22nd, 2024, at the Kennewick Library Union St. branch at 6:30 PM. For additional Budget Ratification Meeting requirements please refer to RCW 64.38.025, #3.

2024 Annual Meeting Notice

First Meeting: Monday, January 22nd, 7:00 PM
Alternate Meeting: Monday, January 29th, 6:30 PM

2024 Annual Meeting: The primary purpose of this meeting is to elect 2 new Board members; nominations will be accepted on the floor of the meeting. **A quorum **is** required for this meeting (RCW 24.03A.440).** Therefore, if we do not have 2/3 of our voting members present or by proxy at the First Meeting on January 22nd, we will **adjourn** the 2023 Annual Meeting to the Alternate Meeting on January 29th.

Voting Instructions

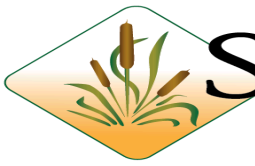
Budget Ratification voting instructions: A copy of the 2024 budget adopted by the Board is enclosed in this letter. You may vote to Approve or Reject this budget in one of three ways. **Choose one:** 1.) attend the Budget Ratification meeting and cast your vote in-person. 2.) fill out and return the attached mail-in Budget Ratification ballot. 3.) Fill out a Proxy form and ask your Proxy representative to attend the Budget Ratification meeting to vote on your behalf.

Annual Meeting voting instructions: You may vote for new Board members at the Annual Meeting in one of two ways. **Choose one:** 1.) attend the Annual Meeting and cast your vote in-person. 2.) Fill out a Proxy form and ask your Proxy representative to attend the Annual Meeting to vote on your behalf.

Proxy forms and/or budget ratification ballots shall and must be copied to the HOA using either method below:

1. Postmark the letter no later than January 16th, 2023 and mail to:
Shadow Run HOA
PO Box 6388
Kennewick, WA 99336
2. Take a picture or scan your form and send via email by January 22nd, 2023 by 12:00pm to:
Shadow.Run.HOA.99337@gmail.com

Please note: According to Shadow Run HOA ByLaw 10.2 the registered owner(s) are the only members with voting rights. The registered owner(s) are those listed on the mailing label located on the envelope this notice was sent in. All non-members' votes will not count. Each member is entitled to one vote for each Lot owned (CC&R 3.4.1).



Shadow Run at Canyon Lakes

Homeowners Association

Budget Ratification Meeting Agenda

January 22, 2024 – 6:30 PM

Kennewick Library Union St. Branch

Introduction of Board and opening remarks by Einar Offerdahl

- President - Einar Offerdahl
- Vice President - Dirk Weiler
- Board Member - Stephanie Allen-Dunn
- Board Member - Richard Cox
- Board Member - Robert Hooper
- Secretary - Morgan Grossman
- Treasurer - Shannon Turping

2024 Budget Ratification Meeting-

- 2024 Adopted Budget Presentation
 - Q & A
 - Membership Vote on 2024 Board Adopted budget
 - Adjourn 2024 Budget Ratification Meeting
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Annual Meeting Agenda

First: January 22, 2024 – 7:00 PM

Alternate: January 29, 2024 - 6:30 PM

Kennewick Library Union St. Branch

- Establish Membership Quorum
- Present 2023 Financials
- 2023 Financials Q & A
- 2 board positions available
- Accept nominations for Board Positions
- Vote for board members
- Adjourn Shadow Run at Canyon Lakes HOA Annual Meeting