

**MINUTES**  
**Silver Springs Single Family Homeowners' Association (SSSFHOA) Board of Trustees (BOT) Meeting**

**May 3, 2016**

**Determination of Quorum**

A quorum was established with the following board members present: Ed Cody (Vice President), Mari Dougherty, Tracey Douthett (President), Rick Hovey, Katy Lillquist (Treasurer), and Brian Zilvitis. Julia Loughlin (Secretary) was absent and gave her proxy to Mari Dougherty. Mari Dougherty took minutes at the meeting, which Julia Loughlin subsequently edited.

Also present were: Paul Stangeland (SSSFHOA representative to the Masters HOA), Bill Noland (Chairman, Underdrain Committee), Steve Fassett (Chair, Architectural Committee), and Russ Paskoski (homeowner – 4841 Meadows Drive).

**Meeting Called to Order**

The meeting was called to order at 7:10 pm. The board members had met at 6:30 pm with Bill Noland in the neighborhood to look at underdrain improvements.

**Approval of March 1, 2016 Meeting Minutes**

A motion was made and the minutes were approved unanimously. (NOTE: there was no April 2016 BOT meeting).

**Review of Action Items from March 1, 2016 Meeting**

Katy Lillquist discussed maintaining a reserve for both the underdrain and compliance.

The BOT discussed the Masters HOA website and the ongoing updating of the SSSFHOA website.

**Reports**

**\*Silver Springs Masters HOA Update**

The board discussed several issues regarding helping to maintain water quality in the big lake – an inspection of the big lake is coming soon.

### **\*Governing Documents Rewrite Committee**

Brian Zilvitis, Chair, updated the board on the status of the documents rewrite. The documents, after board revision, are now with Morris Sperry, the law firm the board contracted to help with the rewrite. John Morris of Morris Sperry has provided useful input in discussions with Brian as he (John) works through the documents.

### **\*Underdrain Committee**

Bill Noland, Chair, gave an update on the underdrain system. Contractors provided excellent and reasonably priced assistance in clearing significant line intrusion by roots. The affected homeowners' landscaping will be returned to its original condition. Reasonable actions taken to address issues as they come up is the current mode of operation for the Underdrain Committee.

### **\*Architectural Review Committee**

Steve Fassett, Chair, discussed five projects currently under review by the Architectural Committee. Two of these projects involve requested variances: 4841 Meadows Drive and 5129 Silver Springs Road. The Architectural Committee will notify 4841 Meadows Drive owners of requirements to obtain a variance for their project. Regarding 5129 Silver Springs Road, Mari Dougherty made a motion to approve their request for variance for solar panels, Brian Zilvitis seconded. The variance passed unanimously.

### **\*Financial Update**

Katy Lillquist and the board discussed financial issues, including collections.

### **\*Codes, Covenants and Restrictions (CC&Rs) Compliance Update**

Rick Hovey gave an update on ongoing compliance issues.

### **\*Architectural Rules Rewrite Committee**

Ed Cody, Chair, gave an update on his meeting with Eddington, Pratt and Bockholt,(EPB), the firm the board has contracted to help with the Architectural Rules Rewrite. EPB has indicated their schedule may be delayed by a month.

### **\*Website Design and Development Committee**

Mari Dougherty, Chair, reported that the website redesign is in progress. She added that she is seeking high-resolution photos of the neighborhood for the website.

### **Board Discussion/Action Items**

Katy noted that BOT members can find documents in Dropbox.

### **New Business**

Mari Dougherty made a motion to approve SSSHOA CC&R and Architectural Guideline "Quick Reference Guide" for Property Management Associates (PMA) use when PMA does neighborhood compliance drive-throughs. This guide is a brief summation of existing CC&Rs and Architectural guidelines. Brian Zilvitis seconded. The motion passed unanimously.

### **Next Meeting**

June 7, 2016, 6:30 pm at St. Luke's

### **Adjournment**

The meeting was adjourned at 9:34 pm.