

MINUTES
Silver Springs Single Family Homeowners' Association (SSSFHOA)
Annual Owners Meeting
October 11, 2016

Call to Order

The meeting was called to order by President Tracey Douthett at 7:06 pm.

Determination of a Quorum

A quorum was established with 152 owners present either in person or by proxy.

Introductions

***Guests:** Mark Buford and Juan Flores of Property Management Associates (PMA), John Morris of Morris Sperry.

***Trustees:**

Tracey Douthett – President; member of the Architectural Review Committee, the Architectural Rules Rewrite Committee, and the Governing Documents (Declaration; By Laws; and Covenants, Conditions, and Restrictions) Rewrite Committee.

Ed Cody – Vice President and Chair of the Architectural Rules Rewrite Committee

Julia Loughlin – Secretary, member of the Governing Documents Rewrite Committee and Chair of the Nominating Committee

Rick Hovey – Compliance Liaison with PMA, member of the Architectural Review Committee, the Architectural Rules Rewrite Committee, and the Governing Documents Rewrite Committee

Brian Zilvitis – Chair of the Governing Documents Rewrite Committee

Mari Dougherty – Chair of the Events Committee

Katy Lillquist (Treasurer and Chair of the Website Update Committee) was absent and had provided her proxy to Brian Zilvitis.

***Non-board Committee Chairpersons** are Steve Fassett, Chair of the Architectural Review Committee and Bill Noland, Chair of the Underdrain Committee

***Paul Stangeland** is the SSSFHOA Representative to the Masters Homeowners' Association.

***Nominating Committee:** Julia Loughlin, Chair, introduced her co-members Randy Cassidy and Lisa McInerney

Nominations and Election of Trustees

Julia Loughlin introduced the four nominees (Allison Dittmer, Todd Evans, Polly Reynolds, and Ed Robertshaw) who are running for the four open seats on the board. Ed Robertshaw was unable to attend the meeting due to illness. Julia asked for nominations from the floor – none were received. The three attending nominees each gave a brief statement to the assembled group regarding their interest in serving on the board.

Julia announced that nominations were closed and PMA completed the collection and counting of ballots and proxies, which was conducted as the meeting progressed.

Regular Business

***Approval of the 2015 Annual Meeting Minutes** - a motion to approve the 2015 Annual Meeting minutes was made, seconded and approved unanimously.

***Approval of the Tax Resolution** – Mark Buford of PMA explained that federal tax code states that, if a homeowners' association (HOA) distributes excess money at the end of the year back to homeowners, there may be a tax liability. Consequently, Mark explained, most HOAs roll over excess money into the next budget year to avoid tax liability. A motion to approve the tax resolution was made, seconded and approved unanimously.

***2016 Budget Review and Summary** – Brian Zilvitis spoke to the budget in Treasurer Katy Lillquist's absence. Brian discussed underdrain costs and the board's goal of setting up a reserve for the underdrain; professional services costs associated with the Governing Documents Rewrite and the Architectural Rules Rewrite. Brian mentioned that Northshore will pay for one third of the cost of the Architectural Rules Rewrite that they are sharing with us. Member Lynn Cier asked why the proposed 2017 management budget increased? Mark Buford of PMA responded that PMA's 2016 budget was too small for the workload (mostly associated with compliance), so the proposed 2017 management budget is higher to accommodate for that. Julia Loughlin explained that the board negotiated with PMA to identify which tasks PMA would do and which tasks the board would do, in order to keep management costs reasonable. After Brian completed reviewing the 2016 budget, the board took questions and comments.

***Presentation and Approval of Proposed 2017 Budget.** Mark Buford of PMA presented the proposed 2017 budget, noting that dues are not proposed to increase. The management contract is proposed to increase, but will be subject to negotiations between the new board and the proposed management company. Professional fees are proposed to decrease because the Governing Documents Rewrite will be mostly done by 2017. Member Hunt Williams requested to speak to the board and the assembled members before the vote on the proposed 2017 budget. Hunt read a statement discussing his front yard vegetable garden, what he believes is the board's responsibility to enhance the quality of life in the neighborhood and, possibly, he said, the value of homes in the neighborhood. At this point, John Morris (Morris Sperry) read to the membership the section of the CC&Rs stating that the board is, in fact, mandated to act with the goal of maintaining home values. Hunt shared his dissatisfaction with the board and PMA with respect to compliance and fines. Member Kristen Russell shared that she hopes that the board considers the culture of our neighborhood – a family-friendly neighborhood. She hopes a survey will go out to the membership to obtain feedback regarding what residents want to see in the soon-to-be-revised Governing Documents. Member Randy Cassidy asked if the to-be-revised Governing Documents will address what he sees as the harshness of the communications from PMA – he asked if we can get away from letters and get faster communication?

It was moved and seconded to approve the proposed 2017 budget – it was approved unanimously with the exception of Hunt Williams, who voted against approval.

Reports by Officers and Committee Chairs

***Architectural Review Committee** – Steve Fassett, Chair, reported that architectural reviews currently or recently underway include painting, siding, solar panels, and additions.

***Masters HOA Report** – Paul Stangeland explained what the Masters HOA is and does. Paul discussed little lake weed management, stocking both lakes with sterile trout (to control leeches), proposed upgrades to the big lake park and the big lake beach area. Paul stated that the Masters HOA wants feedback from the community about what the community wants to see. The Masters HOA is updating its website and is considering rewriting its Governing Documents.

***Governing Documents (Declaration; Covenants, Conditions, and Restrictions; and By Laws) Rewrite** – John Morris (Morris Sperry) discussed the status of the rewrite: he will soon be returning it with his comments back to the board. John discussed the process from here forward and addressed member questions.

***Architectural Rules Rewrite** – Ed Cody discussed how the proposed new Architectural Rules are incorporating new materials and processes. A member

commented that a survey of members would be very helpful input; the member also complimented the Architectural Review process.

***Underdrain Committee** – Bill Noland, Chair, reported on the underdrain system history and maintenance. He described the annual cleanout of the system. A member asked if the “roto-rooter” is an affective way to clean out the system. Bill replied that it is the best cleaning system for the type of underdrain pipe we have.

***Message from the President** – Tracey Douthett encouraged the membership to give the board as much input as possible. She let everyone know that monthly board meetings are open. She mentioned that the new board will address the best way to communicate with membership during the ongoing Governing Document Rewrite.

Announcement of Election Results – the four new board members: Allison Dittmer, Todd Evans, Polly Reynolds, and Ed Robertshaw were announced. Congratulations and welcome!

Adjournment - The meeting was adjourned at 9:00 pm.