

Fountain Village Estates Homeowners Association

Mailing: 1010 Washington Street, Suite 260, Vancouver, WA 98660

Ph. 360-546-3341 Fax: 360-546-3342

ANNUAL MEETING NOTICE

Dear Fountain Village Estates Homeowner,

In accordance with the Association's governing documents and the Revised Code of Washington, this letter serves as notification for the Annual Meeting of the Fountain Village Estates Homeowners Association.

What: Fountain Village Estates Homeowners Association Annual Meeting

When: April 19, 2022

Official Meeting Time Begins: 6:30PM

Where: Zoom Meeting. Login will begin at 6:00PM.

<https://us02web.zoom.us/j/82779778994?pwd=SVI5bFIYL25rdVNQNIFHMmROUnJYdz09>

Meeting ID: 827 7977 8994

Passcode: 853571

AGENDA

- Sign in via Zoom
- Introductions
- Proof of Notice & Report on quorum
- Approval of last year's annual meeting minutes
- Report on the financial health of the Association
- Upcoming 2022 HOA Budget
- Election of homeowners(s) to the board of directors. Currently there are five (5) candidate(s) slated to serve on the board, Sheila Davies (President); Angela Schaefer (Secretary); Jessica Hersch; Kevin Nolan; Lauren Vorasai. Nominations will be taken from the floor. All candidates will have an opportunity to introduce themselves to membership. Voting online to follow for those attending the annual meeting. Those using a proxy for the annual meeting, a ballot is attached for casting your vote.
- Announcement of election results
- Adjournment

The annual meeting is scheduled for the sole purpose of electing homeowner(s) to the board of directors and reviewing the annual upcoming HOA budget.

For this to take place, the meeting must make the 25% quorum requirement. Whether you are planning on attending or unable to, please take the time to fill out the enclosed proxy and return it to Sterling Properties Real Estate Services – HOA Management. By returning the proxy, there will be a better chance to meet the quorum requirement and save the added expense to reschedule the annual meeting.

If you have any questions regarding this document and/or the upcoming meeting, please do not hesitate to contact us at 360-546-3341 or email: info@sterlingproperties.com.

Sincerely,

Sterling Properties Real Estate Services – HOA Management Team

Fountain Village Estates Homeowners Association c/o Sterling Properties Real Estate Services

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PROXY FORM

If you are unable to attend the homeowners annual meeting on April 19, 2022, the Association's governing documents and the Revised Code of Washington allows a homeowner to assign their voting rights to a representative. This representative will count towards the quorum requirements, and if so directed, vote on your behalf. We recommend submitting a proxy even if you plan to attend the meeting just in case you are unable to at the last minute. Please fill out this form including signature and date in order to validate this proxy. (only one vote and/or proxy per Lot is allowed)

Owner's Name: _____

Home Address: _____

In order for this proxy to be valid please check one and/or fill in the name of the representative, sign and date below.

I assign my proxy to:

☐ A current board member present at the annual meeting for quorum and voting purpose.

☐ _____ for quorum purpose only.
(Name of representative)

☐ _____ for quorum purpose and to vote on all
(Name of representative)
matters put to a vote at the homeowners annual meeting.

Homeowner Signature: _____ Date: _____

This proxy must be presented prior to the reporting of quorum at the homeowners meeting. Please be sure your representative brings this form to the meeting, or you can send it to Sterling Properties Real Estate Services – HOA Management Team via mail, fax or email by 5:00PM on April 18, 2022.

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AMENDED VOTING BALLOT

Dear Fountain Village Estates Homeowner,

In accordance with the Association's governing documents and the Revised Code of Washington, this VOTING BALLOT serves as your official preference in the selection for the following two items below.

1. ***Proposed 2022 Budget*** based on the documents issued to all homeowners prior to the annual meeting including today's meeting discussion, there is a proposed \$3.00 increase in monthly dues to homeowners within this proposed 2022 budget.

☐ Yes, I approve the proposed 2022 Fountain Village Estates HOA Budget as presented.

☐ No, I oppose the proposed 2022 Fountain Village Estates HOA Budget as presented.

2. ***Proposed 2022 Slate of Candidates*** to serve on the HOA's Board of Directors. NOTE: You may self-nominate or nominate one of your neighbors in the write-in candidate section below. Only homeowners in the community are permitted to be board members. Indicate to how you wish to vote for by putting an "x" next to the appropriate response.

Sheila Davies

☐ Approve

☐ Disapprove

Angelika Schaefer

☐ Approve

☐ Disapprove

Jessica Hersch

☐ Approve

☐ Disapprove

Kevin Nolan

☐ Approve

☐ Disapprove

Lauren Vorasai

☐ Approve

☐ Disapprove

Write-in Candidate

☐ Approve

☐ Disapprove

Write-in Candidate

☐ Approve

☐ Disapprove

Homeowner(s) Signature & Address

Date

Ballots will be tabulated at the Annual Meeting of the Fountain Village Estates Homeowners Association on April 19, 2022. If you are not attending the annual meeting, please email, fax or return your signed ballot to: Sterling Properties Real Estate Services – HOA Management Team no later than April 18, 2022 in order for them to be counted prior to the annual meeting.

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Fiscal Year Budget

Property: Fountain Village Estates HOA
1/1/2022-12/31/2022 Profit & Loss

	JAN 22	FEB 22	MAR 22	APR 22	MAY 22	JUN 22	JUL 22	AUG 22	SEP 22	OCT 22	NOV 22	DEC 22	TOTAL
INCOME													
4100 Rental Income													
4106 Association Dues	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	34,800.00
4109 NSF Fees	0.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	0.00	50.00
4110 Late Fees	35.00	0.00	0.00	35.00	0.00	0.00	35.00	0.00	0.00	35.00	0.00	35.00	175.00
4114 Violations/Fines	38.00	0.00	0.00	38.00	0.00	0.00	38.00	0.00	0.00	38.00	0.00	0.00	152.00
4100 Total Rental Income	2,973.00	2,900.00	2,925.00	2,973.00	2,900.00	2,900.00	2,973.00	2,900.00	2,925.00	2,973.00	2,900.00	2,935.00	35,177.00
4500 Other Income													
4501 Interest Income	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.12
4500 Total Other Income	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.12
TOTAL INCOME	2,973.01	2,900.01	2,925.01	2,973.01	2,900.01	2,900.01	2,973.01	2,900.01	2,925.01	2,973.01	2,900.01	2,935.01	35,177.12
EXPENSE													
5000 Management Expense													
5004 Monthly Management Fees	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	9,000.00
5000 Total Management Expense	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	9,000.00
5001 Advertising													
5003 Website	0.00	0.00	0.00	0.00	0.00	0.00	25.00	210.00	0.00	0.00	0.00	0.00	235.00
5001 Total Advertising	0.00	0.00	0.00	0.00	0.00	0.00	25.00	210.00	0.00	0.00	0.00	0.00	235.00
5050 Insurance Expense													
5050 Legal & Other Professional Fe	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	1,980.00
5061 Professional Services & Fee	0.00	1,700.00	0.00	145.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,845.00
5065 Licenses/Fees	0.00	0.00	0.00	0.00	0.00	0.00	75.00	0.00	0.00	0.00	0.00	0.00	75.00
5069 Accounting Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	325.00	0.00	0.00	325.00
5060 Total Legal & Other Profess	0.00	1,700.00	0.00	145.00	0.00	0.00	75.00	0.00	0.00	325.00	0.00	0.00	2,245.00
5100 Repairs, Maint., Operations Ex													
5107 Annual Maintenance	0.00	0.00	448.00	896.00	896.00	896.00	896.00	896.00	896.00	448.00	0.00	0.00	6,272.00
5114 Landscaping Maintenance	0.00	0.00	0.00	600.00	600.00	600.00	600.00	0.00	0.00	0.00	0.00	0.00	2,400.00
5115 Paving/Street/Walkways Ma	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	245.00	0.00	0.00	0.00	245.00
5117 General Repairs, Maint, Ope	0.00	0.00	85.00	0.00	0.00	0.00	0.00	0.00	0.00	85.00	0.00	0.00	170.00
5139 Tree Maintenance and Rem	0.00	0.00	0.00	0.00	800.00	0.00	0.00	0.00	800.00	0.00	0.00	0.00	1,600.00
5100 Total Repairs, Maint., Oper	0.00	0.00	533.00	1,496.00	2,296.00	1,496.00	1,496.00	896.00	1,941.00	533.00	0.00	0.00	10,687.00
5400 Utilities Expense													
5401 Water/Water Testing	0.00	0.00	0.00	0.00	0.00	1,492.00	0.00	1,492.00	0.00	1,492.00	0.00	0.00	4,476.00
5404 Electricity	0.00	0.00	0.00	0.00	0.00	31.50	31.50	31.50	31.50	31.50	0.00	0.00	157.50
5400 Total Utilities Expense	0.00	0.00	0.00	0.00	0.00	1,523.50	31.50	1,523.50	31.50	1,523.50	0.00	0.00	4,633.50

	JAN 22	FEB 22	MAR 22	APR 22	MAY 22	JUN 22	JUL 22	AUG 22	SEP 22	OCT 22	NOV 22	DEC 22	TOTAL
5500 CAM Charges													
5501 CAM - Repairs & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	1,740.00	0.00	0.00	0.00	0.00	0.00	1,740.00
5505 CAM - Administrative	0.00	0.00	0.00	167.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	167.00
5500 Total CAM Charges	0.00	0.00	0.00	167.00	0.00	0.00	1,740.00	0.00	0.00	0.00	0.00	0.00	1,907.00
5600 Office Expense													
5601 Supplies	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	5.50	66.00
5605 Postage	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	780.00
5600 Total Office Expense	70.50	70.50	70.50	70.50	70.50	70.50	70.50	70.50	70.50	70.50	70.50	70.50	846.00
TOTAL EXPENSE	985.50	2,685.50	1,518.50	2,793.50	3,281.50	4,065.00	4,353.00	3,615.00	2,958.00	3,367.00	985.50	985.50	31,533.50
NOI	1,987.51	214.51	1,406.51	179.51	-381.49	-1,104.99	-1,379.99	-714.99	-32.99	-393.99	1,914.51	1,949.51	3,643.62
N/O EXPENSE													
6115 Escrow/Reserves	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	2,700.00
TOTAL N/O EXPENSE	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	2,700.00
NET INCOME	1,762.51	-10.49	1,181.51	-45.49	-606.49	-1,329.99	-1,604.99	-939.99	-257.99	-618.99	1,689.51	1,724.51	943.62

NET INCOME SUMMARY

Income
Expense
Net Operating Income
Non Operating Expense
NET INCOME

	JAN 22	FEB 22	MAR 22	APR 22	MAY 22	JUN 22	JUL 22	AUG 22	SEP 22	OCT 22	NOV 22	DEC 22	TOTAL
Income	2,973.01	2,900.01	2,925.01	2,973.01	2,900.01	2,900.01	2,973.01	2,900.01	2,925.01	2,973.01	2,900.01	2,935.01	35,177.12
Expense	-985.50	-2,685.50	-1,518.50	-2,793.50	-3,281.50	-4,005.00	-4,353.00	-3,615.00	-2,958.00	-3,367.00	-985.50	-985.50	-31,533.50
Net Operating Income	1,987.51	214.51	1,406.51	179.51	-381.49	-1,104.99	-1,379.99	-714.99	-32.99	-393.99	1,914.51	1,949.51	3,643.62
Non Operating Expense	-225.00	-225.00	-225.00	-225.00	-225.00	-225.00	-225.00	-225.00	-225.00	-225.00	-225.00	-225.00	-2,700.00
NET INCOME	1,762.51	-10.49	1,181.51	-45.49	-606.49	-1,329.99	-1,604.99	-939.99	-257.99	-618.99	1,689.51	1,724.51	943.62

