
Silver Firs II Homeowner's Association

Annual Homeowner's Meeting
Gateway Middle School
7:00 p.m.
October 23, 2006

Agenda

- Introductions
- Proof of Notice of Meeting
- Announcements
- Announcement of Quorum (40% of members entitled to vote)
- Report of Committees
- Budget Confirmation
- Election of Board of Directors (if quorum is present)
- Question and Answer Period
- Adjournment

Introductions – Board Members

- President – Twila Schamer
- Vice President – **Open Position**
- Secretary – Erin Thomsen
- Member at Large – Leonard Ross
- Member at Large – **Open Position**

Introductions - Committees

- Communications Committee
 - Erin Thomsen
 - Open Position
- Operations Committee
 - Open Position
 - Open Position
- Landscape Committee
 - Open Position
 - Open Position
 - Volunteer Arborist – Suzy Irmen

Committees – Continued

- Rules Committee/ACC
 - Leonard Ross – ACC/Rules
 - Clelia Bock – ACC/Rules
 - Dr. Robert Baah - ACC
 - Jeff Rogers - Rules
- Finance Committee
 - Bill Duncan - Treasurer
 - Open Position

Introductions - Volunteers

- Volunteer Coordinators

- Jessica Gould
- Dana Hendricks

- Special Projects

- Kathy Thomas
- Dana Eng
- Roger Grayson
- Jim Gutterman

Proof of Notice of Meeting

1. Mailing of Annual Packet – September
2. Posting of 3 Signs
3. 3 E-mail Notices
4. Hand Delivery of Meeting Notice

Announcements - President

- Current Conditions
- Goals for 2007
- A Few Definitions
- Purpose of Rules & Restrictions
- Volunteers Needed

Current Conditions

- The Association is financially stable although the Reserve fund is severely lacking
 - Tree removal
 - Lack of volunteers
 - Minimal assessment increase allowed
- Neighborhood improvements
 - Clear-cut Hemlock trees
 - Replanting Project

Goals for 2007

- Encourage Volunteerism
- Improve Compliance with CC&Rs
- Reduce Delinquent Accounts
- Cut Administrative Costs
- Increase Reserve Contribution
- Maintain Assets & Improve Amenities

A Few Definitions

- Bylaws define how the Homeowners Association conducts business.
- Covenants are restrictions written by the community's developer.
- Neighborhood Guidelines are written by the board to help clarify rules stated in the CC&Rs and establish expectations for the use of common areas.
- Board Policy deals with how the board agrees to operate and defines behaviors of the Board and Committees.

The Purpose of Rules & Restrictions are to...

- preserve, protect, and enhance a community's property values and assets;
- promote harmonious living; and
- ensure that residents can use and enjoy the property

Volunteers Needed!

- Landscape Committee
 - Trail monitoring
 - Landscape requests
 - Work with Total Landscape
 - Hemlock Tree removal
 - Tree replanting
- Operations Committee
- Mailbox Hutch inspection (110 hutches)
- Basketball Court inspection
 - Nets or other maintenance needs
- Electrician to rewire/replace photo cells
- Repair of mailbox hutches, fences, lights
- Graffiti monitors
- Painting/Staining
- Detention Pond Fence monitoring/repair requests



Committee Reports



Communications Committee



Erin Thomsen – Board Secretary &
Communications Committee Director

Communications

- Welcoming Committee
- Website
- Classes
- Volunteer Registration
- Quarterly or Semi Annual Newsletter

Website

- www.silverfirs2.org
 - Official website
 - All Association information is available
 - Meeting Reports & Minutes
 - Rules & Regulations
 - Calendar of Events & Meetings
 - What's New
 - Classified Ads
 - New Lost and Found (On classified Ad page)

Locking Type Mailbox Offer

- Exclusive discount available only to Silver Firs II residents is \$119 including shipping right to your doorstep. (\$46 savings off retail/shipping)



Rules / ACC Committee

Leonard Ross – Board Member-at-Large
Rules / ACC Committee

Common Rules Violations

- **Architectural Complaints**
 - Paint Color Approvals
 - Paint Maintenance
 - Shed Approvals
 - Siding Approvals
 - Deck Approvals
 - Fence Approvals
- **Landscape Complaints**
 - **Yard Maintenance**
 - Retaining Wall Approvals
 - Tree Cutting in Common Area
- **Land Usage Complaints**
 - Inoperable Vehicles
 - **Garbage Cans**
 - Barking Dogs
 - Illegal Home Businesses
 - Noise
- **Vehicle Complaints**
 - Illegal Boat/RV/Trailer/Car/Truck Parking
- **Basketball Hoops Complaints**
 - Illegally located on Sidewalk/Driveway

2006 Rules Committee Goals

- **Increase homeowner awareness of Association Rules and Guidelines through improved communication:**
 - **Written (Flyers, Annual Homeowners Packets, Mailings, etc.)**
 - **Electronic (E-mail)**
 - **Personal (Word of mouth by phone or in person)**
- **Reduce costs of Rule Enforcement activities:**
 - **Improved Communication (Rule and Guideline awareness)**
 - **Improved understanding and application of Snohomish County Laws and Ordinances regarding issues such as:**
 - **On street parking (Cars, RV's, Boats, etc.)**
 - **Greenbelt (NGPA) usage**
 - **Homeowner Land Usage Rules**
 - **Recruit and utilize more volunteer services**
 - **Streamline Rule Enforcement Processes where possible**
- **Continue to support the fair and consistent application of all rules and guidelines to all homeowners.**
- **Solicit and incorporate homeowner feedback whenever possible.**
- **Develop and Implement a “Welcoming Committee” for new homeowners.**

Common ACC Requests

Screen Door

Fences

Cement Driveway Widening

Playset Structures

Air Conditioning

Window Replacement

Sheds

Decks

Exterior Paint

Landscape/Tree Removal

Deck Cover

2nd Story Additions

Satellite Dish

Landscape and Operations Committee

Twila Schamer
President
Silver Firs II HOA

Operations

- Vandalism acts
 - Graffiti
 - Fence destruction
- Safety & Security
 - Off-duty Police Officer
 - Coordinate with other Associations
 - Traffic Calming Devices

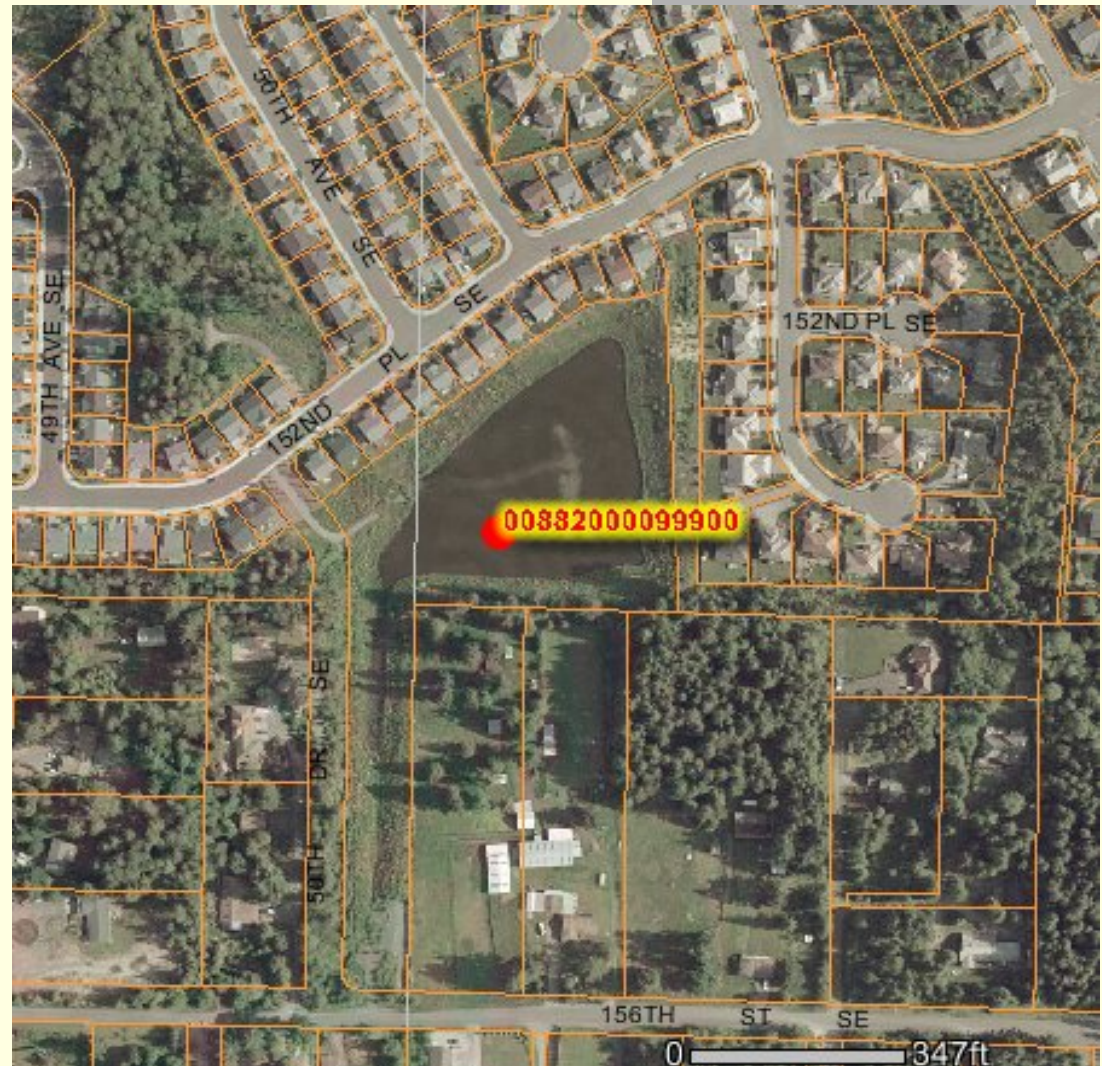
Landscape

- Total Landscape contract negotiated and renewed
- Volunteers needed
- Trees
 - Dangerous tree removal
 - Condition of current trees – Volunteer Arborist, Suzy Irmen
 - Liability to Association – Insurance Agent – Linda Larsen
 - Replanting program



Mondo Pond

- Mondo Pond Spillway
 - Cleanup Order by County
 - RFP is out
 - First Bid at \$7,500



Mondo Pond





Finance Committee Report

Bill Duncan - Treasurer

Finance Committee Agenda

- Review 2006 Budget
- Review Proposed 2007 Budget
- Unexpected Expenses

2006 YTD Budget to Actual through 8/31/06

	<u>Budget</u>	<u>Actual</u>
■ Revenue	\$224,400	\$233,408
■ Operating Expenses		
■ Administration	\$ 42,408	\$ 40,796
■ Utilities	\$ 6,200	\$ 7,755
■ Maintenance & Repair	<u>\$ 71,483</u>	<u>\$ 72,540</u>
■ Total Operating Expenses	\$120,091	\$121,090
■ Replacement Reserve Fund	<u>\$ 35,364</u>	<u>\$ 35,364</u>
■ <u>Total Operations & Reserve</u>	<u>\$155,455</u>	<u>\$156,455</u>
■ Net Operating Revenue	\$ 68,945	\$ 76,953

2006 Annual Budget to Actual Annualized through 8/31/06

	<u>Budget</u>	<u>Actual Annualized</u>
■ Revenue	\$224,400	\$233,408
■ Operating Expenses		
■ Administration	\$ 63,611	\$ 61,194
■ Utilities	\$ 9,300	\$ 11,632
■ Maintenance & Repair	<u>\$107,223</u>	<u>\$141,310</u>
■ Total Operating Expenses	\$180,136	\$214,136
■ Replacement Reserve Fund	<u>\$ 35,364</u>	<u>\$ 35,364</u>
■ <u>Total Operations & Reserve</u>	<u>\$224,400</u>	<u>\$249,500</u>
■ Net Operating Revenue		\$(16,000)
■ Transfer from Reserves		\$ 35,000

2007 Proposed Budget

■ Revenue	\$240,840
■ Operating Expenses	
■ Administration	\$ 84,837
■ Utilities	\$ 11,140
■ Maintenance & Repair	<u>\$122,742</u>
■ Total Operating Expenses	\$218,719
■ Replacement Reserve Fund	<u>\$ 22,121</u>
■ Total Operations & Reserve	\$240,840

Unexpected Expenses

“Mondo Pond” Dam cleanup

\$7,500 first quote – Obtaining other quotes

Special Case Rules Violation

\$6,000 – negotiated and written off

Vandalism - Graffiti – \$1,800 - 2,300

Dead/Rotting Tree removal

Estimated Total \$35,000 from **RESERVES!**



Election of Board of Directors

Election to Board of Directors

- There are 5 Board positions.
 - Taking names of interest from the floor
 - Re-election of Leonard Ross
 - Re-election of Erin Thomsen
 - Re-election of Twila Schamer

Questions and Answers



Thank you for taking an active part in YOUR Community by joining us today.

**Volunteers are needed and welcomed!
Please take a few minutes to complete the volunteer registration form.**