MISSION HILLS PROPERTY OWNERS' ASSOCIATION

Annual Meeting April 4, 2018

In attendance: Kevin Shuster Mary Kelly

David Wheeler Jim & Carol Ward Don McChesney Erica McChesney

Call: President Don McChesney called the meeting to order at 6:04 pm.

Establishment of Quorum: Don McChesney announced that the collective value of members present and ballots received satisfied a required quorum. Association business requiring a quorum includes: election of two directors.

Proof of Notice of Annual Meeting: Carol submitted an "Affidavit of Mailing Notice" for the annual meeting. The affidavit describes the method of notice including: deposited in the U.S. mail postage prepaid addressed respectively to the persons set forth on the attached list marked Exhibit "A" at the address shown next to their names.

Minutes of Preceding Meeting: The 2017 annual meeting minutes were read by all present. Accepted with no further changes, Don moved and Dave seconded to approve the minutes as written.

President's Report – Don McChesney:

- Don wanted to thank Paul Edmondson for years of service as the Director of the Architectural Control Committee (ACC).
- Don mentioned that Craig and Elaine Morrison were leaving the area and traveling to Florida with an RV. We wish them safe travels for them and they will be missed.
- Don also mentioned in his report that David Wheeler should be recognized for his stepping in to help as interim Director of ACC.

ACC Report – David Wheeler for Paul Edmondson: Open items were:

- (1) Crack Fill of Streets.
- (2) Weed Removal on four lots (lot #25, Lot#29, Lot #30 and Lot #31)
- (3) Two Home Remodels (Roberts, Lot #19 and Mortensen, Lot #16)
- (4) Dog Poop Signage
- 1. Ronnie, Turco, performed a preventive maintenance (crack fill) and street evaluation on March 28, 2018. Our streets are in very good shape and as long as MHPOA keeps up with the usual maintenance the streets should not require any major repair several years. Ronnie informed me that the cost will not go up this year because of Turco's material costs did not increase. However, he expects increases next year and recommends the MHPOA consider increasing the road maintenance budget by 1% each year. This will handle future road expenses due to material cost.
- 2. Weed Removal: Lot owners have been contacted concerning their respective lots and informed of steps to "Firewise" their property. Lots 29, 30 and 31 have taken those steps and

have cleared a 30 to 35 foot fire boundary. This isn't a perfect solution for a firewise community; but, it's a start. Lot 25 is in the process of mowing down the lot's tall weeds. Dave will be sending a letter to the Steins about their Lot 23, as well.

RECOMMENDATION: (a) Obtain a wildfire risk assessment as a written document from the Fire Department. The Fire Department will not walk the lots to give recommendations without the lot owner present; (b) HOA form a committee and create an action plan based on the Fire Department assessment.

- 3. Home Remodels: The Roberts remodel is complete. The Mortensen (lot 16) is still a work in progress. I have discussed the project with Dane. The exterior has been painted with the stairs leading from the upper deck not complete. I have discussed with the Dane concerning the length of time to complete the exterior project. He assures me that the exterior including the stairs will be completed by April 15, 2018.
- 4. Dog Signage: Three signs have been purchased and posted.

Treasurer's Report – Carol Ward:

2017 Accounting –

- Hank Buesche reviewed 2017 accounting see letter.
- collected \$8100 in assessments
- \$50 in late fees
- Expenses = under budget for Landscaping (1,390.23) and over budget for Street Maintenance 79.98.
- 1 CD at Amtrust Bank totaling \$18,721.22 as of 3/31/18.
- Checking acct at \$10,399.68 @ 12/31/16 (now at \$4,865.68)
- Difference between actual and budgeted is \$108.64 under budgeted amounts.

Election of Directors: The ballots were tallied and it was reported that Jim Ward (Secretary/Treasurer 3yrs) and Kevin Shuster (ACC Director 2yrs) were unanimously elected to serve a three and two-year director term as indicated. Ballots submitted are available for review.

New Business:

- Don discussed the need to step up to volunteer for time on the Board of Directors. He feels that if the HOA doesn't continue to sustain our Board, we will have to hire an outside Management Company to run our HOA. We will have to pay them. The Board will continue to come up with some kind of solution to this.
- A possible Annual Community Garage sale was suggested by Erika.

Unfinished Business:

- Board members will meet to elect positions immediately after meeting.
- Don is planning an Annual President's Letter to keep the community up to date on different topics.

Meeting Adjournment: Having no further business, Don motioned for adjournment and Dave seconded the motion at 7:20 pm.

***Immediately following the meeting, the 2 Board members named officers: Jim Ward and Kevin Shuster