

SF II HOA Board Meeting Minutes - September 22, 2003

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**Date:** September 22, 2003

**Location:** Fire Station #1, Puget Park Drive

**Board Members in Attendance:** John Elliott, Debby Smith, Peter Truss, Troy Lucas

**Committee Members in Attendance:** Leonard Ross (ACC)

**CWD Group:** Kate Hurlocker, Julie Gray

**Homeowners in attendance:** Sue Peterson, Jim Yourkowski, Geoff & Rosanne Peters, Lionel & Linda Galperin, Mr & Mrs Jonathan Bock

6:45pm **Homeowner's Forum**

- No topics

7:00pm Meeting called to order by John Elliott

7:00pm **Management Company Report**

- The CWD Group emailed a copy of the report to the board on a few days prior to this meeting. A brief review of the changes regarding CWD's available services and related fee structure was done. Price changes are effective January 1<sup>st</sup>, 2004.

**Communications Committee Report**

- The Annual Meeting Packet is coming together on schedule and is expected to go to print and out for distribution to the homeowner's via mail in the next 7 to 10 days.

**Operations Committee Report**

- See Operations Committee report on [www.silverfirs2.org](http://www.silverfirs2.org)  
Topics of note were:
  - Tot Lot Play Chips delivered and installed
  - All known graffiti has been cleaned up
  - New "Vintage" sign has been installed
  - Tract 5025 asphalt repair
  - Pembridge Tot Lot trail update
  - Consultation regarding lights been vandalized
  - Yearly tree inspection to happen shortly

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**Landscape Committee Report**

- See Landscape Committee Report as posted on [www.silverfirs2.org](http://www.silverfirs2.org)

Topics of note were:

- Dino Park - drainage issue investigation (non-punch list item). Bids are in and currently under review
- Native growth protection area tree cutting by homeowner. The Landscape committee was assisting the Rules committee on this issue and has returned this issue back to Rules for further action.
- Soccer field drainage - Centex is still waiting for permits from Snohomish County.
- Illegal childrens forts are being erected in common areas which is a violation. These forts are being removed on an on-going basis by Total Landscape under direction of the Rules and Landscape committees

**Rules Committee**

- Resignation of Jim Yourkowski

**Motion:** To accept the resignation of Jim Yourkowski as Vice President. The motion was seconded and approved

**Motion:** To appoint Debby Smith acting Vice President until a replacement can be found. The motion was seconded and approved.

- Homeowner appeals regarding house colour violations. House #1 has submitted paint chips but not the required ACC paperwork. House #2 (The Peters). No resubmittal of paperwork or paint chips has been received. After a review of the situation for the board and an appeal request from the homeowner, it was decided that the fining process would be reset as of today and that the homeowner must refile the ACC paperwork with the color preferences for approval. The ACC will work with the current colors of the home to find a suitable solution that is not cost prohibitive to the homeowner.

**Finance Committee**

- The current budget was discussed in addition to the 2004 proposed operating budget. A discussion and review of possible cost cutting measures took place. It was decided that the Rules Committee would consider passing on all costs of persuing fines to the violating homeowner with the exception of the costs to mail the first letter. This issue will be discussed at the next Rules Committee meeting.
- A discussion regarding the reserves fund took place. An informal analysis shows that the Reserves funds weren't set up properly at the beginning of the Homeowners Association (reserve funds were

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not collected from 1993 through 1999 when Centex was managing the Association).

Although adequate reserves are available for unexpected expenses in the immediate future, the Board agreed that it is imperative for the Association to build up the Reserves to the proper funded level for long-term needs.

Considering the reserve factors stated above, the costs of the property management contract and the costs of Rules enforcement, the Treasurer proposed that a 5% increase (\$11 per household) would be appropriate for the year 2004. It should also be noted that the Board is continually researching and implementing ways to reduce costs on an on-going basis.

There was also a discussion of ways to reduce operating costs including the bidding out of the management contract.

**Motion:** To have the Finance Committee arrange for a financial reserve study by 2 or 3 companies that specialize in this type of study. The costs for this study shall not exceed \$3K. This motion was seconded and passed.

8:00pm

**Motion:** John Elliott called a motion to adjourn the meeting. The motion was seconded and approved.