

HILTON LAKE ANNUAL HOMEOWNERS MEETING MINUTES - Draft
Mar 21, 2017 - 7 PM @ Hilton Lake Fire Station

Sign-in sheet attached with members listed who attended.

- I. Call to Order by Dave Meythaler,
Welcome and introduction of current Board members.
 - a. Dave Meythaler, President [2018]
 - b. Christian Mead, Vice President [2017]
 - c. Rob Marks, Treasurer [2019]
 - d. Stan Sinex, Secretary [2019]
 - e. Jim Brandley [2017]
 - f. Jade Miller [2017]
 - g. Not Present - Bambie Fontana [2018]

- II. Approval of 2016 General Meeting Minutes
Christian was prior Secretary and read the minutes. Minutes approved, with grammatical corrections suggested by Kari Eggink, member in attendance. To be posted to website.

- III. Year in Review
 - a. Lawsuit conclusion and moving forward
Dave led discussion regarding Adverse Possession lawsuit the HOA lost and directed members to the HOA website to view the legal document involved. The total costs to the HOA were near \$60,000, which includes a \$37,500 legal judgement awarded to the Plaintiffs. Negotiated payment to the plaintiffs was for a three year payment program starting in 2016 and ending 2018.

 - b. "Code enforcement" issues (RV parking, car repair house, neglected home) – Stan commented on four specific properties the Board interacted with which included three poorly maintained homes on 102nd PL SE and one long term Bank owned home on the N. Lake. Each property owner was approached directly and/or with County governing authorities.

 - c. Sprinkler repairs – Rob
Rob commented on his repairs and replacement of failed or poorly functioning parts at the 32nd DR SE playpark. New sprinkler heads were part of project.

 - d. Authorized and Unauthorized Tree Cutting on S Lake, hemlock removed by ballfield
Dave discussed authorized and unauthorized cutting of common area trees and that a homeowner who asked for permission and worked with Board accomplished something that was beneficial for the homeowner and the HOA.
Monty Tuengel brought up the large dead tree in the back yard of the private property at the SE corner of the North Lake, that represents a hazard to the common area.

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- e. New Common Area Request for Action Form and instructions
Dave discussed guidelines and new form to complete to notify Board and action steps that could be taken. These have been posted on the website.
- f. New Architectural Control Request Form
Dave explained new form to make requests consistent with our CC&R's Architectural Control mandate for things like Fences, Sheds and Roof's. Monty Tuengel asked for guidance for roof shingles that he could apply.
- g. Website changes – Christian
Christian explained updates and changes to HOA website that included and new hosting and e-mail services that lower our costs. PayPal updates were also made. The Website was also expanded to include access to more information.
- h. Dog waste cans removed
The Board voted to remove the waste cans because the landscaper could not take the waste and volunteers were not available or consistent in keeping up with the removal of waste cans. Discussion continued about viability of no permanent solution and whether dog waste was being left behind on the common areas including the trails. Board will continue to monitor common area impacts and and complaints.
- i. Goose decoys (and disappearance) – Rob
Three large back dog decoys were purchased and everyone felt that they worked to cut down on the geese population. However they were stolen, and permanent solution to restore a similar decoy that can be secured is still being investigated.
- j. HOA shed: roof hole and more
Rob discussed hole in roof and floor and the general disrepair of shed, including the rat/mouse infestation. Discussion continued about roofing material options and how to do the work, such as a non-work party project by volunteers, professional roofer or trade school project.
- k. Landscaping contract
Jade discussed new two year contract with specific list of work to be done including mowing and cutting changes by season in order to protect grass during dryer months. Jody Heath and Dave Flaming noted problems with areas near them. Jade explained that sometimes landscaper staff turnover does contribute to unsatisfactory work.

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I. Dues increase for 2017

See Treasurers report attached and comments under IV.

Also refer to previous discussion items related to need for dues increase.

IV. Treasurer's Report and Budget for the New Year

See attached spreadsheets. Rob discussed recent and projected Budget needs.

He discussed collection of \$3,440 from past due accounts and that nine homes have unpaid dues which he will be following with reminders and possibly certified letters.

V. Common Areas Maintenance Backlog and Recovery Planning Discussion

See attached budget projection spreadsheet. Rob & Dave discussed the impact of lost reserves due to the lawsuit expense over the past few years and the need for action to stop the major decline of playgrounds, sports courts, the lake and other common area assets. The projections indicate that we may not have the funds generated by the current dues level to complete maintenance items without a special assessment.

VI. Playground Equipment Replacement Discussion

Jade commented on recent repairs to some of the playground equipment and need to look more closely at the N. Lake playground.

Carrie Case also expressed concern about the playground, which her family uses. The 107th is priority for playground actions, that first include the removal of the equipment here. Christian is working with a consultant and playground construction specialist to try and obtain grant money to rebuild playgrounds and/or add exercise equipment. Monte asked about the cost of playgrounds and whether we should consider consolidating them.

VII. Spring Work Party Planning Discussion and Call for Volunteers

See work party list attached. Dave discussed work list and asked for any comments and the need for volunteers. He also discussed the need for more community involvement and that help with a promotion of the event would help.

No one volunteered to promote or work to develop the Work Party.

VIII. Hospitality / Welcome Committee Discussion and Call for Volunteers

Dave discussed the need for a volunteer to severe in this capacity, however there were no volunteers or recommend members

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IX. Homeowners' Comments

No Comments. Rob reminded those in attendance of the upcoming Model Boat Club event on May 6 and June 3rd starting at 9:00pm. Also our annual garage sale will be Saturday April 29th.

X. Election of Board Members for the New Year (3 positions)

Dave called for volunteers, none accepted. Christian agreed to work as a committee chairperson for the Website and Playground research. Jim volunteered to stay on the Board and he was approved with a unanimous vote. There remain two open Board positions.

XI. Adjournment

With no further comments or business the meeting was adjourned at 8:30pm

Hilton Lake Homeowners Association Budget	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Beginning of Year Bank Balance								
Starting Balance checking	10,663.35	13,901.60	5,222.20	9,480.79	6,481.29			
INCOME								
Outstanding Dues	1,121.62	3,536.30	700.00	350.00	5,000.00			
Current Year Dues	37,800.00	39,695.83	41,300.00	40,068.97	49,560.00	49,560.00	49,560.00	49,560.00
Special Assessment				3,195.88				
Total Income	38,921.62	43,232.13	42,000.00	43,614.85	54,560.00	49,560.00	49,560.00	49,560.00
Total Income and Cash	49,584.97	57,133.73	47,222.20	53,095.64	61,041.29	49,560.00	49,560.00	49,560.00
EXPENSES								
Administrative								
Activities(Fees/Welcome baskets)	55.00	10.00	10.00	0.00	10.00	10.00	10.00	10.00
Liens/Collection	0.00	1,206.25	0.00	379.25	200.00	200.00	200.00	200.00
Post Office(Box Rental)	62.00	66.00	62.00	70.00	70.00	70.00	70.00	70.00
Office(Copying & Mailings)/Keys	126.15	227.62	200.00	362.20	200.00	200.00	200.00	200.00
Annual Audit of Books	0.00	345.00	345.00	350.00	350.00	350.00	350.00	350.00
Insurance	2,826.00	2,793.00	3,000.00	2,793.00	2,900.00	2,900.00	2,900.00	2,900.00
Internet fees	140.70	227.20	150.00	242.58	250.00	250.00	250.00	250.00
Legal Fees	287.00	13,092.40	20,000.00	19,088.25	12,000.00	10,500.00	500.00	500.00
PUD	1,151.90	836.35	900.00	820.31	750.00	750.00	750.00	750.00
Silverlake Water	434.20	507.45	500.00	464.10	500.00	500.00	500.00	500.00
	5,082.95	19,311.27	25,167.00	24,569.69	17,230.00	15,730.00	5,730.00	5,730.00
Maintenance & Special Projects								
Landscape Contract	18,290.88	19,655.88	19,133.88	19,109.88	19,665.60	19,665.60	19,665.60	20,255.57
* Land Projects	3,939.62	3,166.80	2,000.00	2,277.53	2,000.00	2,000.00	2,000.00	2,000.00
* Trail Maintenance	0.00	43.36	0.00	148.77	500.00	500.00	500.00	500.00
*Other Contracted Services (tennis ct)	2,417.04	1,278.72	50.00	50.00	2,100.00	2,800.00		12,200.00
Entrance Sign Replacement			135.00	132.34	1,800.00			1,800.00
Playground	2,607.47	0.00			6,000.00		12,000.00	6,000.00
Shed Roof					1,000.00			
Tree Services						2,500.00	1,000.00	1,500.00
Fish Stocking	500.00	574.00	0.00	0.00	0.00	600.00		600.00
Work Parties	87.48	3,622.91	500.00	370.12	450.00	500.00	500.00	500.00
Lake Treatment/Mosquito Abatement	1,830.00	0.00	0.00	0.00	2,700.00	2,700.00	2,800.00	2,800.00
Repairs (sprinklers, paint)	927.93	0.00	50.00	315.97	750.00			
Total Maintenance	30,600.42	28,341.67	21,868.88	22,404.61	36,965.60	31,265.60	38,465.60	48,155.57
TOTAL EXPENSES	35,683.37	47,652.94	47,035.88	46,974.30	54,195.60	46,995.60	44,195.60	53,885.57
Gain/Loss for Calendar Year	3,238.25	(4,420.81)	(5,035.88)	(3,359.45)	364.40	2,564.40	5,364.40	(4,325.57)
Ending Balance/Reserves	13,901.60	9,480.79			364.40	2,564.40	5,364.40	(4,325.57)
Projected Balance/Reserves			\$ 186.32	\$ 6,121.34	\$ 6,845.69	\$ 2,564.40	\$ 5,364.40	\$ (4,325.57)

Possible Work Party Tasks for Spring 2017

May 13th, 8:30 AM

Common area improvements:

1. Trim branches overhanging trails
2. Rake gravel back onto trails
3. Dead tree and branch removal around N lake (short trees near lake and playground and one leaning over trail)
4. Clean signage around the lakes/trails (soap and water)
5. Trimming and gravel for S Lake access trail from 34th (next to Vance property – new fence)
6. Mulch under trees along S side of ball / dog field as per arborist recommendation (spread existing pile from hemlock cut down last fall? Additional?)
7. Ivy and blackberry control (S Lake hillside, 35th by tennis courts)
8. Ivy control and juniper cleanup or removal (E side of “canal” at 104th)
9. Reinforce attach point for tire swing on 102nd playground
10. Moss removal on underside of playground tower floors (esp. 102nd)
11. Basketball backboard and pole cleanup (painting if needed?)
12. Shed cleanup, tree trimming above, soil touching siding. Stain? (Re-roof to be separate project)

Support effort:

1. Recruit volunteers
2. Email notice to homeowners who have provided address (3-4 weeks before date)
3. Post notices on mailboxes (1-2 weeks before date)
4. Setup / takedown sandwich board signs? (3-4 days before date)
5. Purchase gravel and/or mulch and deliver it to work sites (1-2 days before date)
6. Take names of volunteers who show up
7. Purchase pizza (or other snacks) and water (or other drinks)
8. Distribute drinks and/or snacks to work party attendees
9. Gather trimmings into piles for pickup
10. Make arrangements with Santos (landscaping) to pick up trimmings
11. Send out thank you notes to volunteers afterwards