

Silver Firs 1

MINUTES OF THE BOARD OF DIRECTORS MEETING

Silver Firs 1 Homeowners Association

Tuesday, January 9, 2018

Board President, Butch Hamilton called the meeting to order at 7:08pm.

Board Members Present:

- Butch Hamilton, President
- Joshua Jones, Treasurer
- Sara Schell, Secretary

Port Gardner Management Representative Present: Tom Gish

Several community members were present.

Homeowner Forum:

- Question to Tom about whether other HOAs managed by Port Gardner also see mailbox vandalism and car breakins etc, like Silver Firs 1. Yes, Port Gardner sees similar crime issues in other HOAs, it's not just in SF1, it's pretty much everywhere. There was a question about newsletter timing – there should be another newsletter coming out in the Spring.

Old Business:

- Security Patrols – Security patrols by off-duty officers are ongoing. Reports are submitted to the board.
- Mailbox vandalism – as the old style mailboxes are vandalized, Tom and Butch coordinate quick replacement, and Port Gardner bills each owner in mailbox cluster. So far we have billed \$27,000 out to owners and have collected \$16,000 of that.

New Business:

- Approve minutes from November 14, 2017 meeting: The minutes were approved.
- New vendor process – Port Gardner keeps a list of verified, respectable vendors and selects from their list when small jobs need to be completed. Larger jobs go out to bid, with three bids typically requested for comparison.

- Rule Compliance/Violations/Site Inspection report: Every month Port Gardner runs a report of previous month's violations. Butch reviews the list and makes face-to-face contact with the owners to discuss compliance. That process is working well. Owners that are not responding will begin the fine process after receiving 2 or more letters. Abandoned cars are being towed as appropriate.
- Financials Reviewed: The board reviewed the financials for December 2017 and year-to-date 2017. For 2017, we ended \$8,000 under budget. The top delinquent accounts will be sent to Small Claims Court in early 2018.
- Reserve Fund contribution for 2018: the 2018 reserve fund contribution, as detailed in the 2016 reserve study, will be done in February 2018, once the majority of annual dues are received and deposited.
- Reserve Study for 2018: As we didn't do an update to our reserve study in 2017, we will do an update in 2018. Tom to request bids from local reserve study experts.
- Division 1, Rule enforcement: Within Silver Firs 1, divisions 2-5 have very similar CC&R rules, however division 1 is significantly different. Board will pursue approval from the membership to move Division 1 to the same CC&Rs as the other divisions, which will aid in across-the-board rule enforcement and uniformity.
- Hazard Tree work – Hazard tree work continues. Board VP Michael has been instrumental in assisting with small tree work and removal as recommended by the Arborist, keeping our costs down. Board VP is authorized by the board to remove wood.
- Landscaping: In 2018, the Board will prioritize monument beautification at several entrances within Silver Firs 1. The main issue faced is lack of irrigation at the monuments, so even if drought tolerant plants are planted, hand watering will be required until the plants take hold.

Action Items:

- See New Business

Adjournment: Board meeting was adjourned at 8:30pm.

Next Meeting: February 13, 2018, at Gateway Middle School, in the library.