

Annual HOA Meeting
June 7th, 2012

1. Meeting called to order at 7:10pm.

- i. Home Owners present: Mary Anne George, Robert & Jean Beaderstadt, Ethel Bimbach, Farida Derhalli, Hope Burns, Diane George, Nancy McGann, Grege & Amber Stone, Tara Siegman, Oleg Seminov and JoAnn Ruth. Also present Lisa Molina from Appleton Properties.

2. Minutes for last board meeting approved.

3. Treasures Report

- a. Reserves account still accumulating money.
- b. Two homeowners are still in litigations. One is in the process of being resolved and the second the board approved to move forward with judgment. About \$8052 due to the HOA from these homeowners.

4. Old Business

- a. Parking. Still no word from our neighbors!
- b. Landscaping.
 - i. Thank you Diane George for keeping your little corner looking great!
 - ii. Bid for bark dust to be postponed.
 - iii. Oleg and Lisa to work on calling city about dead trees behind our property line.
- c. FHA & HUD guidelines. We are still working on trying to meet these requirements. It takes about \$2000 to get the process started.
- d. Pet waste and Pests. The weather is getting nicer please continue to pick up after your pets. People want to enjoy their decks. Please do not allow your pets to use it as a restroom. Pests become an issue if pet food is left in our garages or outside.
 - i. Lisa will be sending out a Summer reminder about pests etc.

5. New Business:

- a. Dues. The board chose to keep the dues the same for this next year. In March the board will need to look at it again and let Appleton Property know if they want to increase, decrease or keep them the same.
- b. Repairs and Maintenance:
 - i. To fix the drain issue beside 4725F is approximately \$600. The board will fix it at the end of the summer. Water is running under 4725.
 - ii. An inspection report for a unit in 4621 is still being looked at between the inspector and Appleton's contractor. No decisions need to be made at this time.

6. Two new board members are needed to replace JoAnn and Mary Anne.

- i. Amber Stene volunteered. Thank you Amber!
- ii. Oleg and Amber to go door to door looking for a new board member.

7. Meeting adjourned at 8:10pm.

CedarGlen Budget Information Meeting Minutes

Tuesday, 18 December 2012

1. Meeting called to order at 7:08 P.M. by Oleg as President. Amber took minutes as Secretary.
 - a. Board present: Oleg Semenov, Amber Stene, Pam Quale. Officer present: Greg Stene.
 - b. Homeowners present: Farida Derhalli, Ethel Birnbach, Hope Burns, Robert Snider, Renee Rank, Tara Siegman.
 - c. Others present: Lisa Molina from Appleton Properties.
2. Address list circulated to those present to confirm contact info, and add personal emergency contact, pet, and auto information.
 - a. Board will continue to update list for all owners and residents, including renter information.
3. Discussed: current, actual, proposed budgets; need to increase monthly dues to meet costs.
 - a. Revenues and expenses overview/detail handout was provided showing:
 - i. Difference between income and current/projected costs.
 1. Q: where is the current budget, why are we still working on 2011-12?
 2. A: working on old budget was result of previous vote.
 - ii. Additional cost per household this fiscal year only to meet costs.
 1. Water big expense, increases annually, 6% increase built into budget.
 - a. Proposed: consider Habitat program or other grants for conservation participation "where we might get a break?"
 - b. Lisa will look into it.
 - iii. This is for the remainder of this fiscal year only.*
 - iv. Proposed budget shows \$319 needed in HOA monthly fees to meet costs.
 1. Board suggested rounding up to \$320 for needed cushion.
 2. \$325 also suggested.
 3. Noted: Glennbrook Ridge HOA fees are \$320 "and going to raise."
 - a. Land lease is large part of our fees (not part of Glennbrook's).
 - b. Implement Reserve savings plan.
 - i. Current Reserves \$9,750.
 1. Needed maintenance and repairs will drain; savings plan is necessary.
 - ii. State law requires 10% Reserve Allocation for properties built after certain date.
 1. While exempt from requirement, generally agreed it's prudent to comply.
 2. Acknowledged: building Reserve savings would shift focus to maintenance rather than repair.
 - iii. Proposed budget allows for \$400 per month added to Reserve savings.
 1. Reserve savings will likely improve property value.
 - c. Q: What happens if there is no monthly HOA increase?
 - i. A: If "no funding," HOA collection can go to the state. State negotiates, dictates what you owe.
4. Discussed: new maintenance and repair costs not budgeted for, but needed now:
 - a. All buildings moss removal/treatment (\$6,911)
 - i. Lisa to research a lower cost.
 - ii. Moved to 2013-14 fiscal year (late Fall) to allow Reserve savings to grow.
 - b. 4725 bio-swell water diversion (\$2,426).
 - c. 4621 stabilization piers (\$3,400).
 - i. consider temporary fix shims now (\$220), then piers in 2013-14 fiscal year.
 - d. 4621-A bat seal, and various buildings gutter reattachments (\$150+).

- e. Others as determined:
 - i. 4703-D: branch fell on roof earlier in week, need to schedule removal soon.
 - f. Future planning: Summer 2013, to get quotes on new roofs for expense planning.
 - i. See files archive "major repairs" for record on roofs.
 - ii. Consider new paint every 8 years.
5. 30-day vote for HOA fee increase planned for late January (proposed):
- a. In-person vote to be held 7 PM, Tuesday, 29 January 2013 (to be confirmed).
 - i. Vote location: Glennbrook Ridge Rec Center (to be confirmed).
 - b. Proxy ballots will be mailed out to all owners 10 days prior to vote.
 - i. Proxy ballots must be received by 29 January 2013 to be counted.
 - c. Yes vote would raise dues effective for March 2013 (to be paid by 1 March 2013).
6. *We meet again in June, before start of new fiscal year, to review budget.
7. Discussed: \$55 dryer vent cleaning needed every other year for fire-prevention. Records show uncleaned vents can be an extreme fire hazard.
- a. Dryer vents may differ in each building. Building 4725 has alternate dryer vent set-up.
 - i. Lisa to have Auto Air look at vents in building 4725; Unit F may be available to inspect.
 - b. Landlord owners to work with renters for access to clean vents.
 - c. Auto Air to charge \$55 each unit if a minimum of 5 units are cleaned and one time. Can work on weekends.
8. Protected area north of property has restrictions on clearing land. Neighboring homeowner sent letter to Appleton to alert Cedarglen residents to comply to the laws.
- a. Letter to be made available to Cedarglen homeowners as needed.
9. Meeting adjourned. Time approximately 8:20 P.M.