



Board Meeting Minutes

February 11th 2019, 6:00 p.m.

Assemble Park City, 1389 Center Drive, Suite 200

Attendees:

Board of Trustees: Paul Reddy, Edy McConnell, Elena Gladson, Deb Hartley, Joan Benson, Hunt Williams

Model HOA: Allyson Dickey

Owners: Chris Bachman, Rob Nielson, Tracy Tanner & Rob Nielson, Lucy & Clay Archer, Polly Reynolds, Julia Loughlin, Toni Knudson, Russel Paskoski, Marni Schlopy, Heinrich Deiters, Randy Cassidy

1) Call to Order, Quorum Verification, Meeting Procedures: The meeting was called to order at 6:02 p.m. with quorum verified.

2) Owner Open Forum:

- Tracy Tanner: Discussed including the underdrain in the CC&Rs to ensure it's included in title searches. Recently had title reports on the home they purchased in Silver Springs and there were differences in notices that came back on the title reports. Took the owner exit survey for the CC&R vote that Chris Bachman sent out. Recommends opening up committee volunteer spots to interested owners. Suggests an Underdrain Committee to support Bill Noland's work.
- Lucy Archer: Asked Tracy if notice from the developer was recorded on the title report. Tracy replied it was on one, but not the other. Commented that she is concerned with how the BOT and the Re-write Committee (since 2015) have been made up of the same people and believes new people should be on the committees. Volunteered to be on the Re-write Committee.
- Julia Loughlin: Commented that the language that says the Association shall own and/or maintain certain items is in the 1982 document and feels it's important to remain in the new document. The responsibility for foundational items should be included in our CC&Rs.

3) Approval of Meeting Minutes:

- A motion was made to approve the 1/14/19 draft annual meeting minutes. The motion was seconded and approved. Paul abstained due to absence at that meeting.

4) Masters Association Report:

- Bill announced there will be a training session for the new trustees at the March hosted by VF Law Firm.

5) Phase 1C Open Space – Options and Next Steps:

- Edy McConnell and Hunt Williams invited Bill Noland to join the committee.
- According to Richards Law and Alliance Engineering, the HOA, by default, owns the open space parcel. However, the SSSFHOA does not have legal proof of ownership.
- The recommended next step is to establish formal title. This would require a title report (~\$250-\$300 then following legal process to obtain quiet title).

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- Clay Archer asked why the HOA wants ownership.
- The Board discussed that owners adjacent to the property requested that the BOT take action on this parcel given it is currently being maintained by owners and not the HOA.
- The Committee reported that it will be difficult to obtain a title report because there is no tax ID #.
- Hunt Williams discussed that he wishes to maintain status quo and not to spend money to obtain title. Recommends planting drought resistant plants and native vegetation.
- Elena Gladson commented that it's important to maintain the open space in the corner since owners adjacent to the rest of parcel maintain the spots adjacent to their lot.
- *Action Item:* Hunt Williams to obtain a proposal on estimated expenses for maintenance.
- An owner suggested getting a proposal from a landscaping company regarding water requirement which would be difficult since irrigation not present on the parcel.
- An owner recommended moving forward with the title work.

6) Treasurer's Report:

- Elena Gladson discussed that she is working to close out 2018. She reviewed the 2018 budget which projected a net operating income of \$10,250. \$10,000 of which was to be transferred to the underdrain contingency account.
- Elena Gladson reviewed the 2018 actuals and variance to budget.
 - i) Reviewed architectural review fees/deposits
 - ii) Reviewed legal overages including \$4,300 which was approved by the Board to cover additional activities associated with the CC&R Re-write and vote administration.
 - iii) Reviewed Model HOA professional fees
 - iv) Net operating income for the year of \$1,500
- Have not made the \$10K transfer from the operating account to the underdrain contingency account that was budgeted for 2018 given the negative operating income. Elena Gladson recommended making the transfer so it's earmarked for underdrain emergencies.
- A motion was made to defer the 2018 contribution to the underdrain contingency. The motion was seconded and unanimously approved.

7) 2019 Committee Assignments:

- Paul reviewed the 2019 priorities established at the December meeting: Re-write, Masters Association, Phase 1 C Open Space, Underdrain Management, Transition and Documentation for new BOT members, Code of Ethics not yet adopted for the BOT.
- The Board discussed removing the Compliance Committee since Model HOA manages compliance as part of their contract.
- The Board discussed the Traffic Calming Committee which Elena Gladson will revive in the Spring.
- The Board discussed the Communication Committee and the need to improve communications to owners and to limit conflicting messages from multiple sources. The Committee will include BOT transition and documentation as part of its scope.
- A motion was made to add Deb Hartley to the Nomination Committee. The motion was seconded and unanimously approved.
- Polly Reynolds resigned from the Nomination Committee.
- A motion was made to add Heinrich Deters to the Nomination Committee. The motion was seconded and unanimously approved.
- An owner suggested sending an e-mail requesting volunteers for the nomination committee.

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- The Board discussed the Underdrain Committee. Deb Hartley will ask her husband, Doug Thompson, if he wants to join the committee.
- A motion was made to add Paul Reddy, Edy McConnell and Deb Hartley to the Communications Committee. The motion was seconded and unanimously approved.
- A motion was made to add Heinrich Deters to the Phase 1C Open Space committee. The motion was seconded and unanimously approved.
- A motion was made to add Hunt Williams, Chris Bachman, and Bill Noland to the Masters Committee. The motion was seconded and unanimously approved.

List of Committees and Committee Members Below:

- a) *CC&R Re-write*: Paul Reddy
- b) *Architectural Review*: Joan Benson, Julie Larson, Edy McConnell
- c) *Nomination*: Joan Benson, Julia Loughlin, Deb Hartley, Heinrich Deters
- d) *Underdrain*: Bill Noland
- e) *Communication*: Paul Reddy, Deb Hartley, Edy McConnell
- f) *Traffic Calming*: Elena Gladson
- g) *Phase 1C Open Space*: Edy McConnell, Hunt Williams, Bill Noland, Heinrich Deters
- h) *Masters Representation*: Ed Robertshaw, Hunt Williams, Chris Bachman, Bill Noland

8) Rewrite Vote Wrap Up and Next Steps:

- Hunt Williams discussed how the CC&R Re-write divided the neighborhood, the importance of stepping back and gathering feedback from owners on what to do next.
- Elena Gladson recommended sending a survey of owners from the BOT. Chris Bachman sent a survey to owners he has e-mail addresses for, ~180 e-mails, but some double across households.
- An owner stated that it would be a good idea to gather input from owners on the rewrite via a survey.
- Elena Gladson suggests tabulating the multiple documents into a single document that is easily searchable. SSSFHOA has compiled Bylaws, but not CC&Rs.
- Deb Hartley discussed that owners she spoke with are fatigued by communication overload.
- The Board discussed misleading information coming from different parties.
- Elena Gladson recommended making sure we have a red-lined version which clearly points out the changes from old to new.
- Paul suggested changing the lease term from 12 months to 6 months and the percentage required to dissolve the HOA from 100% to 67% and then resubmit to a vote in 60 days.
- Hunt Williams recommended pausing the efforts for 120 days as there are other issues that caused it to fail instead of the lease term and dissolution provision.
- Heinrich Deters recommended that the BOT should take the time to listen and do the survey and not rush a vote. We can ask a title company to do a title report with the links to the recorded documents.
- Polly Reynolds commented she was frustrated with untruthful items spread in various communications.
- Tracy Tanner commented that the communications during the process was confusing since they came from different sources.
- Rob Tanner commented that he likes the survey idea.
- Toni Knudson commented that the CC&R end draft was too long (65 pages) and that the HOA should not use an attorney to re-write the documents.

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- Chris Bachman commented that stepping back and bringing more owners into the overall process is the only way to unify people. He commented that he is frustrated with the HOA website and lack of correspondence.
- Bill Noland commented that he liked the idea of formatting the survey by chunking the document into its relevant sections and asking owners if they voted for or against and why so we know what parts of the document owners support and which part they didn't and why.
- Clay Archer commented that there are more than four issues with the rewrite. He commented that number of times there was foreclosure binding your title with a permanent lien. He commented that the document should benefit the homeowners and now the attorney. He commented that the HOA should not threaten foreclosure.
- Lucy Archer commented that she spoke with owners about the first survey the BOT sent and that owners didn't like that the survey asked for owners about Masters Association items like parks and tennis courts. She compiled input from the meetings held for the Rewrite and annotated to the article in the draft declaration. She commented that the BOT ignored most of the input received at those sessions. She commented that the Bylaws, and Architectural Review should be removed from the Declaration and standalone. She commented that the BOT should gather feedback on 25% of the document at a time.
- Russel Paskoski commented that owners should know what rights they are giving up for certain items they vote for.
- Edy McConnell commented that she appreciates input from BOT and non-BOT members. She commented that a survey will give us good data.

9) Executive Session: The BOT moved to Executive Session at 8:39 p.m.

10) Adjournment: The meeting adjourned at 9:40 p.m.