

**Regular Heather Lake Homeowners Association Meeting
Stakely Residence (1707 W Glenhurst Dr. NW)
January 11th, 2017 at 6:00pm**

Call of Meeting to Order @: 6:05pm

Attendance: (Board and volunteer support) Eric Jones, Sandy Stakely, Mike Smith, Rachel Valinsky, Tom Nutini

Approval of Minutes from Preceding Meeting of Nov 14th: approved via email

Old Business:

Eric: *Put mulch around the lake's aeration pump housing.* Keeping on the list until Eric can get his truck in there and it's not so cold.

Sandy: *Is the draft version of the new ARB Design Review Manual finished being typed? Need to send to HOA members when completed.* Completed and sent to Rachel on 1/11/17 to insert changes agreed upon at the last ARB meeting.

New Business:

Reports of Officers:

Treasurer (Mike Smith):

Reviewed the 2016 final budget, the bank account register, and open invoices.

Need to finalize the 2017 budget (formal motion):

**2017 Budget Motion
Jan 11, 2017**

Mike: I move that we adopt the following budget and assessment related details.

- 1) For the calendar year 2017, I motion to adopt the budget, a copy of which is attached to the minutes. The budget total is \$22,320 (Ordinary Expense \$20,160 + Reserves \$2,160).
- 2) I further move that the \$22,320 be assessed to all owners of record in two semi-annual amounts of \$155. The first half total amount is due 7/1/2016; the second half total amount is due 1/1/2017.
- 3) I further move that the board, acting through its treasurer, is authorized to expend the funds collected in accordance with but not in excess of the limitations of the individual budget categories established by the attached budget.
- 4) I further move that the board, by a majority vote, throughout the year, may transfer unexpended funds from one budget account or category to another when needed.
- 5) I further move that on December 31, 2017, all unexpended funds in the budget be allocated towards reserves and any balances outstanding in individual accounts where the home has been sold at foreclosure sale be written off as bad debt.

Mike makes a motion to accept the 2017 budget, Eric seconds it, and all approve.

Annual meeting schedule and communication: will call Wagnall's and try to book Wednesday, March 15th from 630-8pm. Need to send out communication to homeowners about the meeting and send the 2017 budget as well. Treasurer position term up at the annual meeting.

President (Eric Jones): nothing new to add.

Secretary (Rachel Valinsky): next newsletter needs to go out at the beginning to middle of February in order to provide communication about the annual meeting.

Parks and Common Grounds Coordinator (OPEN):

Review multiple options for lake maintenance for 2017 and get estimates. Tom provided 4 estimates for review. Eric makes a first motion to accept the Lake Doctors contract, Rachel seconds the motion, and all approved. Tom will request references from Lake Doctors for due diligence. Eric will sign the contract.

Review other options for mowing and provide estimates at the January meeting. Tom and Mike provided multiple written estimates from different companies. Mike makes a motion to accept the 3 year contract from Kirkbride due to their price and good work history with the HL community. Sandy second the motion, everyone approved. Eric will sign the contract.

Review estimates from contractors for a couple of wet spots around the lake that may need addressed. Tom was unable to get estimates prior to the meeting. He will try to get a couple of contractors out to get quotes.

Mike provided a bi-weekly visit estimate from Agroscares for the four bed areas (two entryways and 2 by the lake) that is for weed maintenance. Does not include mulching; that would be a separate fee. Eric makes a first motion to accept the Agroscares contract, Rachel seconds the motion, and all approved.

Discussion was brought up about the large wet area and cattails growing by lot #s 1-4 and 70-72. The area keeps growing and increasing in silt. Decision was made to table and address once more homes have been built on the empty lots and their grass/yards have grown in.

Deed Restrictions Coordinator (Sandy Stakely):

Yard signs- only one yard sign allowed and it can only be a professional realtor sign for selling the property/house, per the deeds restriction manual. Lot #10 still has a yard sign that is not compliant with our restrictions.

Contract currently being negotiated for lot #72.

Lot #11 is expected to be listed for sale in 2-3 weeks, Lot #26 is no longer for sale, and Lot #41 and #71 are still listed for sale.

Architectural Review (team): Mike provided the HOA members with the legal document that is filed with the state. Once the draft version is typed and distributed, the team will determine the next meeting date.

Action Items:

Eric: Type up the 2016 accomplishments and 2017 goals for the annual meeting
Review the Atlas website to see if a judgement has been determined for the lot #37 issue.

Mike: Send annual meeting announcement and 2017 budget to homeowners prior to the annual meeting.
Send Rachel the annual meeting file from 2016.
Send Eric the 2016 Goals/Accomplishments
Send check to Lake Doctors after receipt of references and send with contract

Rachel: Include a reminder about yard signs from the deeds restriction in the next newsletter.

Finish typing up the ARB Design Review Manual.

Update annual meeting communication, create newsletter, and provide both to Mike by beginning of February.

Sandy: Communicate to owners of lot #10 to remove their yard sign that is not compliant with our restrictions.

Tom: Ask Lake Doctors for references and provide to Board members

Meet with/get quotes from contractors for a couple of wet spots around the lake that need addressed.

Team: will decide on a meeting date once the ARB manual is fully typed and sent

Did not review:

Tabled items: *Creating a "Rules" list for the association, including a review & potential updating of the parking restrictions.

*How and when to use email notifications, brought up with the thefts that occurred.

*Address the cattails/wet area near lot #s 1-4 and 70-72.

Meeting Adjourned @: 0920pm

Next Meetings:

March 15th at 630-8pm at Wagnalls memorial for the annual meeting

May 10th at 6pm Valinsky Residence (1954 Wilshire Ln NW)

July 26th at 6pm Jones Residence (1982 Wilshire Ln NW)

September 13th at 6pm at Smith Residence (1800 E Glenhurst Dr. NW)

November 8th at 6pm at Stakely Residence (1707 W Glenhurst Dr. NW)