

Teal Lake Village Association
Annual Members Meeting Minutes
Monday, 18 September 2017 3:00 pm

DRAFT MINUTES

Gil Skinner called the meeting to order at 3:02 p.m. Chuck Gerstenberger, Christine Spagle, Jen Portz, Steve Hammond, Tom Anderson and Bob Logan were present; fifty (50) homeowners were in attendance. A quorum was determined.

Harvey Portz moved to approve the 19 September 2016 Annual Member Meeting Minutes, Lee Kitchell seconded and the motion passed unanimously.

After President's remarks, Spagle opened a discussion of the Treasurer's Report (see attached). A member asked to have Annual Budgets reflect comparison of the prior four budgets included with the proposed Budget; Spagle agreed for next year's meeting. (Additional member questions and comments are listed below.)

Skinner asked for nominations from the floor; none were heard.

Landscape issues were explained and addressed by Anderson and Glenn Waldenberg. An arborist has been contacted and a meeting will be scheduled to gather information regarding assessing the health of the 76 large, historic trees in the Common Area as well as to create a plan for large, historic tree maintenance. (Additional member questions and comments are listed below.)

Hammond submitted his Architectural Review Committee (ARC) report (see attached) and gave a recap of the past year's ARC applications. There may be a need to bring TLVA ARC guidelines in line with SBCA ARC's new Design Standards; the process of appealing decisions to the SBCA ARC may be impacted. (Additional member questions and comments are listed below)

Skinner noted the Election Results:

- The Budget passed;
- The Audit was waived; and
- Peggy Ponto, Christine Spagle and Glenn Waldenberg were all elected as new Directors, each for two (2) year terms.

Disaster Preparedness Block Captains were introduced.

Member questions and comments throughout the meeting included:

- Concerns and questions were voiced regarding a landscaping issue at the lower entrance which resulted from trenching done by Wave Broadband during fiber optic installation; this caused an approximately \$1,800.00 repair which TLVA has had to shoulder. Anderson explained the history and that neither Wave Broadband, nor Wave's contractor, nor Jefferson County would take responsibility.
- There was a question regarding whether the unexpected landscape costs would impact a 'dues holiday' this year. Spagle noted it would not.

- There was a lengthy discussion of historic, large trees in the Common Area. While individual homeowners are responsible for landscape maintenance in their PLUA, the land is still owned by TLVA, therefore there was a question regarding who held liability if such a tree fell. Concerns will be discussed with our TLVA insurance provider and the Board will advise.
- There were questions and concerns regarding the loss of views due to lack of landscape maintenance, specifically trimming of blackberries in the slide area. The Board will look into this and advise.
- The issue of TLVA newspaper-box maintenance vs. home delivery of newspapers was brought up. The Board will research and advise.
- The issue of developer-planted trees that have grown to where they now impact views was brought up. Hammond advised that trees on a homeowner's own property or in the Common Area, larger than 6" diameter at 5' above the ground, require an ARC application to remove or trim; a homeowner wishing to remove or trim trees on another homeowner's property must seek agreement with the landowner prior to submitting an ARC application. The homeowner wanting the removal or trimming would be required to pay costs. Additionally, Hammond noted that all work done in Common Areas must be done by a licensed and bonded company; a county permit may also be required.
- The topic of original garage light fixtures that are currently falling apart was discussed. Many of the fixtures, which are consistent throughout the village, require replacement yet they are no longer available. The Board was asked whether homeowners could replace fixtures with some other non-wood fixture. Simeon Baldwin believed he knew of a source for something similar to the original fixtures; he will advise the Board.
- Pam Asbell opened a brief discussion regarding work being done to create a "Dog Park" in Port Ludlow; questions or offers of assistance may be directed to her.
- A concern was shared that the landscapers are using hazardous chemicals that are banned in many states. Waldenberg will bring up the issue with Northwest Landscaping Services and advise.
- Thanks were extended to Skinner, Anderson and Gerstenberger for their service on the Board.
- It was noted by a ballot counter that 2 ballots were discounted as they lacked required signatures.

Regularly scheduled TLVA Board Meetings for the remainder of this and the coming year will be as follows:

- 18 December 2017, 10:00 a.m.:
- 19 March 2018, 10:00 a.m.;
- 18 June 2018, 10:00 a.m.

Board Meetings will be in the Bay Club Conference Room. Our next Annual Member Meeting will be 17 September 2018, at 3 p.m. in the Bay Club Auditorium

At 4:15 p.m. Bert Van Wagner moved to adjourn, Logan seconded and the motion passed unanimously. **The next Regularly Scheduled TLVA Board Meeting will be held Monday, 18 December 2017 at 10:00 a.m. in the Bay Club Conference Room.** All members are encouraged to attend.

TLVA Proposed 2018 Budget

ADOPTED 2017 BUDGET	CATEGORY	PROPOSED 2018 BUDGET	REMARKS
37,371	BEGINNING CASH BALANCE	49,505	EST = Actual beginning cash bal at 1/1/17, PLUS 2017 income, LESS 2017 estimated exp
	REVENUES		
176,400	HOMEOWNER'S DUES	176,400	98 lots x \$1800
75	INTEREST INCOME (CD)	30	
75	LATE FEES	90	
	ESCROW FEES	25	
<u>(19,600)</u>	DUES CREDIT	<u>(14,700)</u>	98 lots x \$150 (Board has option of different amount)
<u>156,950</u>	TOTAL REVENUES:	<u>161,845</u>	
	EXPENSES		
	ADMINISTRATIVE EXPENSES		
9,220	ACCOUNTING BANKING CHARGES	8,500	\$375 x 12 + \$4000 audit
2,350	INSURANCE	2,350	
2,000	LEGAL	500	
<u>500</u>	POSTAGE/OFFICE	<u>900</u>	bulk of cost is annual meeting mailings/copies

14,070 TOTAL ADMINISTRATIVE EXPENSES: 12,250

LANDSCAPING EXPENSES

133,516 LANDSCAPING CONTRACT 137,454

8,000 LANDSCAPING MISC 6,000

12,853 WSST at % 12,371

154,369 TOTAL LANDSCAPING EXPENSES: 155,825

REPAIRS AND MAINTENANCE

4,500 HOLDING POND 6,200 TLV share = 62%. of total maint. Cost W/ Bayview Village

500 GENERAL MAINTENANCE 500

5,000 TOTAL REPAIRS AND MAINTENANCE: 6,700

TAXES

FEDERAL TAX -

20 JEFFCO COUNTY PROPERTY TAX 20 County property tax on common areas.

250 TAX PREPARATION 375 Prep. cost for Federal tax report for IRS.

270 TOTAL TAX EXPENSES: 395

UTILITIES

ELECTRIC Covers street light at bottom of Crest View.

270		410	
300	WATER	480	2017 projected + 5%
<u>300</u>	WEBSITE	<u>150</u>	
<u>870</u>	TOTAL UTILITIES EXPENSES:	<u>1,040</u>	
<u>174,579</u>	TOTAL EXPENSES:	<u>176,210</u>	
(17,629)	ANNUAL NET INCOME/(LOSS)	(14,365)	
<u><u>37,371</u></u>	PROJECTED ENDING CASH BALANCE	<u><u>35,140</u></u>	

NOTE: Dues Holiday is budgeted at \$150 per lot as a target only
The TLV Board reserves the right to set the final amount based on revenue and expense projections at the time.

Teal Lake Village ARC report (quarter and annual review) September 18, 2017

Recent applications submitted to SBCA ARC

- 17034 – Storm Door
- 17035 – Green house
- 17037 – Screen Door
- 17038 – Re-roof and paint
- 17039 - Paint door
- 17045 – New door & trim
- 17046 – Exterior light
- 17048 - Re-roof
- 17049 – landscape changes

Total submitted applications to SBCA ARC for year Oct 1 –Oct:

- 9 New roof or shingles
- 1 House paint
- 8 Landscape changes/trimming
- 3 Paint trim
- 3 New doors or painting
- 2 Deck/Patio modifications
- 6 Misc.

Total TLV ARC local informal approvals...no docs required: Est. 30

Total TLV ARC formal complaints: - 0 -

Issues for the next year:

- + “Getting up to speed” with new approval formsfewer needed and easier to complete
- + New SBCA Design Standards will impact our documents
 - o More autonomy for TLV including Limited Common Areas/PLUA area
 - o Far fewer items that require SBCA ARC approval
 - o Need to update and coordinate our docs with SBCA docs
- + Influence SBCA ARC fine program to be adopted later this year
- + What to do with mail boxes
- + Clarify what a PLUA agreement is and means
- + Visit “View rights issues”