

Silver Spring Estates Homeowners Association

2022 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group

Meeting Date: February 28, 2022 at 6:00 pm

Location: Online Teams Meeting

Meeting Called by: Silver Spring Estates HOA

Type of Meeting: Annual Association Meeting

Note Taker & Time Keeper: Serena Pretti

Attendees: Attendance taken online through Teams

Agenda:

A) Roll Call

- a. Proof of attendance reached via Teams Attendance Download
- b. Introduction of Shandar and Serena with DSI Real Estate Group

B) Reading of Minutes of the last Meeting

- a. 2021 Minutes were posted on the DSI website: www.dsirealestate.com, owners were asked to read them prior to the meeting. Minutes were approved.

C) Consideration of Communications

- a. Shandar presented the original letter that was mailed to all homeowners
 - Letter was mailed out on February 18th, 2022
 - Letter, Agenda, Financials and Paperless Communication also sent via email.

D) Resignations & Elections

Began the conveyance process, by taking volunteers, and passing along the next action items to the volunteer board members.

- a. Board Volunteers: Dave Carlson, Tom Boyd and Elaine Armstrong
- b. ACC Volunteers: Heidi Nesta, Bryan Pauls and Diane Grolemond

Next Steps:

1. Shandar will pass along the volunteer's email addresses to Veridian Homes. A representative from Veridian will be in touch with the members.
2. Find a management firm to assist in the management of the neighborhood
 - o Veridian Homes will review the contract
3. Create an HOA Board email address – provide to Shandar (shoagland@dsirealestate.com)
4. Create an ACC Board email address – provide to Serena (spretti@dsirealestate.com)
 - o This is where ACC applications will be submitted to, once conveyance is complete.

E) Reports of Officers & Employees

- a. Late fees for HOA dues will be applied on March 15th, along with a reminder letter. If dues have still not been satisfied by May, we will begin the lien filing process.

F) Reports of Committees

- a. ACC Update: The ACC web page is a great starting point when you are considering an exterior or structural change project on your lot. The web page offers fillable PDF applications, as well as the Covenants (CCR's) and other project information <https://www.dsirealestate.com/condo-hoa/acc/>
- b. The ACC can be contacted at : acc@dsirealestate.com

G) Unfinished Business

Snow Removal – A survey was sent to all owners and based on the information we received, it was decided to clear the path closest to Town Line and not the interior walking path. This way owners can safely walk the entire neighborhood. We have been informed that the vendor has been clearing the entire path. This will not change the price paid for services.

Q: Did we get several quotes for snow removal?

A: We reached out to 20+ vendors, and only received 2 bids back. We do our best to get 3 bids, if possible, for all services.

Q: Are the contracts with vendors renewed on a yearly basis or are they for multiple years? Can there be language added to limit price increases to 2% per year, etc.

A: Contracts are renewed annually, as we get new bids annually. We can talk to the vendor regarding the limit to price increases and see if that is something they would consider adding.

H) Original Resolutions & New Business

Q: Can we revise the landscaping bid/contract for this year to only include what was maintained last year, vs. adding all fertilizing, additional mowing, mulching etc.?

A: Shandar will speak with the vendor; once the new board is in charge they can revise the contracts as they would like.

Q: Will the second entrance to the neighborhood be maintained?

A: Yes, it will be maintained as part of the landscaping line item.

Q: What is the timeframe for conveyance?

A: We do not have a time frame from Veridian as to when they will be conveying the neighborhood.

Q: Are we required to have a management company?

A: Yes, per the Covenants you are required to have a management company on board to help with neighborhood management upon conveyance; the terms and level of involvement of this contract with the management company are up to the board. Veridian Homes will review the management contract as part of the conveyance process.

Q: What is does the trail replacement cost cover?

A: The inside path replacement, outside paths are to be cared for by the City.

Q: Will the path replacement cover a grind down and replacement, or just patching?

A: It will cover the overlay of the path.

Q: Will Veridian be keeping the Model home in Silver Spring Estates?

A: Shandar to check in with Veridian

Q: Could the current contractor give a break down of the cost for each line item within the Landscaping category?

A: Shandar reaching out to the vendor.

Q: How often does the pond certification occur?

A: Every 5 years. Veridian working to get all pond on the same certification schedule.

I) Adjournment

a. Note Time of Adjournment; 6:39 pm

If you are interested in Paperless Communication; please reach out to Serena:
spretti@dsirealestate.com, she will send you the form to complete and return, to get enrolled.