



2011 SILVERWOOD HOA ANNUAL MEETING AGENDA
Thursday November 3, 2011 @7PM

<u>Topic</u>	<u>Host</u>
Meeting “Call to Order” & Determination of Quorum	Ann Sherman
Introductions & Agenda Review	Pat Coletti
Neighborhood Safety	Sgt Randy Gardner-Bedford Police
Bedford CERT (Community Emergency Response Team)	Melanie Carlsen
2011 Update	Pat Coletti
Parking	Daryl Cutler
Social Committee Updates	Ann Sherman
Treasurer’s Report & Budget Committee	Mark Adamson
2012 Annual Dues Increase	Mark Adamson & Pat Coletti
Election of Board Members	Pat Coletti
Open Discussion	All Board Members
Meeting Adjourned	



MEETING RECAP

Meeting was convened at 7:10 PM by Pat Coletti

Quorum

A quorum was declared with 22 (i.e. 25% of Silverwood) residents registered either in person or by proxy.

Neighborhood Safety

Sergeant Gardner gave a terrific presentation on Neighborhood Safety. He brought numerous pamphlets on safety and crime tips. Residents had plenty of time to ask questions.

You may want to check out a reference website suggested by Sgt Gardner for local information and beyond. www.crimereports.com

Bedford CERT (Community Emergency Response Team)

Melanie Carlsen provided a fascinating overview of CERT and some firsthand accounts of her experience with the team. The CERT Program helps train people to be better prepared to respond to emergencies in their community during times of disaster. Participants receive training in:

- Disaster preparedness
- Basic emergency medical care
- Fire suppression
- Light search and rescue techniques
- Other topics taught by professional first responders

Upon completion of an 8-week course, trained CERT graduates are able to help their community by:

- giving critical support to first responders
- providing immediate assistance to victims
- organizing spontaneous volunteers at a disaster site
- helping with non-emergency projects that improve the safety of the community

Participation with CERT is open to all Bedford citizens who are at least 18 years old. If you are interested in getting involved with CERT, please visit the following area of the Bedford website.

<http://www.bedfordfire.net/emergencymanagement/cert.htm>

Of course, Melanie is also available to answer any questions you might have. Her contact information:

Address: 4013 Silverwood Ln Home Phone: 817-355-3008 Email: MelCarlsen@aol.com

2011 Update

Pat Coletti summarized the HOA highlights for this year. It has been one of both stability and success.

- Based on the direction which was set by the residents at the 2010 Annual Meeting, the HOA Board entered into an agreement with attorney Cecilia Thomas in December 2010 to provide expertise and legal services to Silverwood.
- An Easement Termination was executed between the Silverwood HOA and the McDaniels to extinguish the relationship regarding water source for the ponds. Silverwood's well now services its ponds and irrigation systems solely; no adjacent properties are supported!



- Revisions were formulated to the Silverwood Parking Rules, which will be implemented in 2012.
- Frequency of the Silverwood Newsletter was decreased in favor of frequent community emails which provide targeted information on specific topics throughout the year.

Parking

Daryl Cutler presented the revised Parking Rules (see page 4), which will officially be rolled out in Q1 2012. Please take a few minutes to read about the new program. More information will be communicated as implementation of the new program progresses.

Note: Residents who have been granted parking variances in the past to utilize a guest space should read item #3 closely. There are new criteria for eligibility and you must reapply to the Board for that privilege. Cost for the permit will be \$15 per 180-day period.

Social Committee

Ann Sherman discussed the calendar of events for the balance of 2011 and the activities that are anticipated for 2012. There will likely be fewer events going forward since participation has waned.

Treasurer's Report

Mark Adamson reviewed the 2012 Budget with the attendees. See pages 6-7 for financial details.

2012 Annual Dues Increase

The Board evaluates the need for dues increases on an annual basis to ensure that available funds meet the needs of anticipated maintenance expenses and allow for satisfactory growth of the Reserve Fund. A change in dues was deemed necessary for 2012.

The Silverwood annual dues will increase to \$625 effective January 2012.

See page 5 for a summary of 2011 projects and page 7 for future projects, which are in addition to routine HOA operating expenses.

Election of New Board Members

The following residents were elected to the 2012 Board to fill the four (4) general board member positions which are expiring. They will serve a 2-year term.

Les Carter	Pat Coletti
Karen Sem	Ann Sherman

The following board members will serve the remainder of their terms during 2012. Reelection was not necessary.

Mark Adamson (Treasurer)
Mike Carlsen (General Board Member & Architectural Control Committee Chairman)
Melody Coplin (General Board Member)
Daryl Cutler (General Board Member)
Pat Dunn (General Board Member & Facilities/Grounds Committee Chairman)

Thank you to all board and committee members for your time and dedication to Silverwood!

The meeting was adjourned at 8:40PM.



Silverwood HOA Parking Rules (Revised Effective November 2011)

In accordance with Paragraph 9.23- Parking of the Silverwood Covenants, Conditions and Restrictions, the Silverwood H.A. Inc Board of Directors has approved the Parking Rules as contained in this document.

1. Parking on the streets within Silverwood is restricted to approved deliveries, pickup or short time guests and invitees. "Short time" is defined as no more than 8 hours. Overnight parking, defined as the period of 1AM-6AM, is prohibited. All Owners and residents shall park their vehicles in the garages and driveways of their home and shall not encroach on or block the pedestrian sidewalk.

2. The extra parking spaces on Aspen Drive, Autumn Lane, Maplewood Court, Parkview Court, Silverwood Lane and Silverwood Court are for Guest Parking. Guests of owners or residents may park in these spaces for no more than 4 consecutive nights in duration unless they have been issued a "Guest Parking Permit" by the Board. Requests for a Guest Parking Permit must be presented to the Board in writing or via email. Issuance of a Guest Parking Permit is dependent on availability of space and at the sole discretion of the Board. All Guest Parking Permits will be for a specific period of time and issued to a specific car license tag. Guest Parking Permits are not required for visits of less than 4 days.

Guest Parking Permits must be prominently displayed on the mirror of the vehicle while it is in the Guest Parking area. Owners, residents or guests who habitually park in Guest Parking overnight without a Parking Permit will be subject to paragraph 6. As a convenience to Owners and residents, occasional use of the guest areas during the day is allowed when space is available. However, these vehicles must be removed by no later than 8:00PM in the evening.

3. Owners or residents with special circumstances may submit a request for an approved variance to use the Guest Parking area. Said request must be submitted to the Board of Directors in writing or via email. If approved, the Board will issue a Resident Parking Permit allowing the resident to park a vehicle in the Guest Parking area. Issuance of a Resident Parking Permit is dependent on availability of space in the Guest Parking areas and is granted at the sole discretion of the Board. All Resident Parking Permits will be for specific period of time, not to exceed 180 days and issued to a specific car license tag. A fee of \$15 is charged for each Resident Parking Permit. Parking Permits must be prominently displayed on the mirror of the vehicle while it is in the Guest Parking area. The Board may issue up to one Parking Permit per residence.

Note: To be considered for a Parking variance the requesting resident must: 1) have more than 3 personal vehicles AND 2) actively use the resident's garage to park at least one vehicle. A resident who uses the garage strictly for storage is NOT eligible for a Parking variance.

4. No vehicle may be parked in such a manner as to block the passage of other vehicles on the streets, or into driveways to dwellings, or into Guest Parking. No vehicle may be parked in the street, in Guest Parking or in driveways in such a manner as to prevent ingress and/or egress of emergency vehicles or service vehicles and shall not encroach on or block the pedestrian sidewalk.

5. The following types of vehicles must be stored off-site or placed in a closed garage to conceal from view: Truck (greater than ½ ton), bus, boat, boat trailer, trailer, tractor trailer rig or cab, mobile home/RV, camper. These vehicles may not be parked on the street or in driveways at any time.

6. Violations of the foregoing rules may result in the towing of the vehicle at the owner's expense and the imposition of fines according to the following schedule.

Schedule of Fines

First Violation: \$50 per day, or partial day.

Second Violation: \$100 per day, or partial day.

Third Violation: \$200 per day, or partial day.



2012 Annual Dues Increase

New Annual Dues Amount

The annual dues will increase to **\$625** effective January 2012.

Dues Increase Drivers

1. Large slate of potential future expenses
2. Ability to make a reasonable contribution to the Reserve fund annually

Summary of Major Expenses in 2011

Description	Amount
Gate Repair (from lightning strike in spring)	\$1,230
Irrigation Repairs:	
Sprinkler System Repair (from Lightning Strike in spring)	620
General Repairs - Sprinkler Heads, Frozen Pipes	950
Well Repair	300
Easement Termination on Well/Sprinkler System (McDaniel settlement)	4,000
Tree Maintenance & Removal of Dead Trees (Estimated)	1,200
TOTAL	\$8,300



2012 Balance Sheet- Silverwood HOA

Accounts	Balances
Checking	\$ 25,684
Money Market	\$ 47,514
CD	\$ 5,937
Accounts Receivable	\$ -
Undeposited Funds/Cash	\$ -
Total	<u>\$ 79,134</u>

Future Replacement Values

Year	Credits	Debits	Total
2003	\$ 10,000	\$ -	\$ 10,000
2004	7,769	-	7,769
2005	8,500	-	8,500
2006	9,141	-	9,141
2007	12,065	14,250	(2,185)
2008	8,354	-	8,354
2009	11,879	1,000	10,879
2010	4,688	1,115	3,573
2011	4,437	-	4,437
2012	-	-	-
2013	-	-	-

Grand Total	<u>\$ 76,833</u>	<u>\$ 16,365</u>	<u>\$ 60,468</u>
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Available Funds for This Year	\$ 18,666	
Left to Pay This Year	\$ 13,795	
Difference	<u>\$ 4,871</u>	

		Projected Replacement Value
Est. to Add to Future Replacement	\$ 4,871	\$ 65,339
2012 Replacement Budget	\$ 10,948	\$ 76,287

Future 2012 Expenses (Estimates)

Parkview Steet Repair	\$ 15,000	\$ 15,000.00
Erosion South Pond West Side	3,000	\$ 3,000.00
* Lighting Expansion (Front Entry)	1,800	
* Paint of Gates and Fencing	1,200	
* Repairs to Front Walking Gates	1,500	

* Included in Budget
(Misc Maint)

Future Expenses Total	\$ 18,000	
Updated Future Replacement	<u>\$ 58,287</u>	