

Hi all,

Last night we had our annual HOA meeting, and I am happy to announce that it was a successful one. For starters, we had 21 homes represented in person, and 11 home through proxies, which enabled us to declare a quorum, start an official meeting and tackle important HOA business. Thank you to all that attended and/or filled proxies we could not have done it without you.

I want to start with a huge sincere thank you to the board members (**Wayne Cranston, Tao Watson**), and committee leads (**Lisa Cranston, Ted Hawksford, Mitzi Adler**) for their informative, crisp presentations and engaging Q&A conversations. Their knowledge and preparation on the topics was obvious and made for a positive experience for all in attendance, and special thanks for Wayne for performing the important vote count and taking detailed notes at the meeting ([raw notes attached](#)).

On a sad note, we announced that after 10+ years of serving our community **Pam Brown** has decided to step down from her Architecture Committee role and allow others to serve the community. We cannot thank Pam enough for her dedication, hard work and high energy serving as a secretary and architecture committee lead/member for all these years, she set the ground work for us to be successful and we will continue to lean on her expertise for years to come😊.

I also want to thank our new volunteers for stepping up for a chance to serve our community; I look forward to working with each of you over the next year to make this the best community to live in:

**Jason Campbell** – took on the lead to investigate the hiring of an HOA management agency to support the board

**Carey Naluai** – became a member of the Social Committee

**Sun Kim** – became a member of the Architecture Committee

**Ali Haveliwala** – became a member of the Architecture Committee

**Martin Wood** – became a member of the Landscaping Committee

The meeting focused on two main subjects, and you can find the detailed [presentation deck on our site](#):

### 1) A community update

- a. We listened to detailed updates on the monument project we agreed to in the last meeting, the architecture, landscape and social committee work over the past year and plans for this year and of course an update on the budget and state of the HOA board as expected. I encourage all of you to review the deck on the site and read the raw notes attached.
- b. I want to bring to everyone's attention a topic that was top-of-mind and important to everyone in attendance: **our aging homes and homeowner expectations**:
  - i. Ted did a great job reminding all of us of the expectation from a homeowner that we all signed and agreed to as part of the Bylaws in respect to home site maintenance
  - ii. [Slide 5 in the deck](#) contains the following:
    1. **Article VII: Exterior Maintenance by Owner**  
"Each Lot and Residence shall be maintained by the Owner in a neat, clean and sightly condition at all times and shall be kept free of accumulations of litter..."
    2. **Article VIII: Land Use Restrictions**  
"Owner of each Lot shall be responsible for the maintenance and upkeep of the improvements and landscaping located thereon."
    3. **Article IX: Architectural Control**  
"For the purpose of further insuring the development of the Subdivision as a residential area of high standards... desirable, suitable... aesthetic design or color scheme..."
    4. **Anticipated / Observed Needs**:
      - a. **Fencing** – Same materials, height, contour as existing fence agreed to in writing by all adjacent neighbors and the ARC.
      - b. **Roofing** – Clean, treat and/or replace with same material.
      - c. **Painting** – Same color or written approval from ARC for any change.
        - i. Here are possible choices, should still go thru approval process:

1. "Neutral Affinity" color palate from Benjamin Moore  
[http://www.benjaminmoore.com/en-us/for-architects-and-designers/color-gallery#&ce\\_vm=2&ce\\_fam=6&ce\\_col=AFF](http://www.benjaminmoore.com/en-us/for-architects-and-designers/color-gallery#&ce_vm=2&ce_fam=6&ce_col=AFF)
2. "Warm Neutrals" color palate from Sherwin Williams  
[http://www.benjaminmoore.com/en-us/for-architects-and-designers/color-gallery#&ce\\_vm=2&ce\\_fam=6&ce\\_col=AFF](http://www.benjaminmoore.com/en-us/for-architects-and-designers/color-gallery#&ce_vm=2&ce_fam=6&ce_col=AFF)
3. "Popular Colors - Color Family Brown" from Behr  
<http://www.behr.com/consumer/colors/paint#>

d. Landscaping

- i. "Each Lot Owner shall maintain their lawn and landscaping in a condition consistent with the maintenance standards of the Sterlingwood community..." (Article VII)
  - ii. "All such Owners shall likewise maintain their hedges, plants, shrubbery, trees, and lawns in a neat and trim condition at all times." (Article VIII)
  - iii. None of the above should be new news to anyone; they have been in the [Bylaws](#) since inception. The difference is that with our aging homes, these are becoming more obvious and unsightly and as a board, we will be looking closely at enforcing these starting this summer. Please take the time to familiarize yourself with the expectations, look at your own home and take the necessary action to ensure we maintain a the desirable community we all bought into.
- c. Lastly, we talked about the state of the HOA board, and committees. As you all know these are run by volunteer homeowners, the term according to our bylaws is 1 year of service, unfortunately not many run or volunteer to take over many of the duties and current and previous volunteers end up serving the community way beyond expectation.
- i. We discussed three options to try to mitigate this:
    1. Have more volunteers step up – Bishara, Wayne and Tao would like to step down in the near future, and we need new board members. This is our community and each homeowner should take a turn serving it. Few members stepped up in the meeting to participate in the different committees but we still need more
    2. Hire a management agency to ease the work of the board helping enforce the decision and bylaws and avoid the neighbor vs. neighbor situation with board members being homeowners. Thanks to **Jason Campbell** for taking the lead to investigate this option as it was attractive to many in attendance.
    3. Attempt a merge with Timberline ridge HOA – this was not a popular option as we would lose our identity and feel of a small community and we would be part of a bigger established organization with bigger issues to tackle. I will continue to maintain a close relation with the Timberline board and discussing shared concerns, but we will not pursue a merger at this time.

**2) A Proposal & Vote for HOA Dues increase**

- a. Our Treasurer Tao covered in detail all expenses for 2013 and all income collected, and showed projections of cash flow over the next 10 years
- b. The board has been reviewing this for some time now and has evaluated many options and assessment models to mitigate the cash shortfall projected in 2016
- c. Tao presented the proposal agreed to by the board for ratification by the attendees & proxies and I am happy to say the proposal passed unanimously
- d. You can read the detail of the proposal and budget analysis in the [deck on our site](#)
- e. To summarize the decision:
  - i. **After 13 years of no change to HOA dues, our association dues will increase to \$400 per home per year starting in 2015 until 2021 and then increase to \$500 after that, starting with 2022, to allow us to keep up with inflation, maintain a positive cash flow and a small reserve.**

**Few reminders to all:**

- Please inform your young and teenage children to provide cars in the street the right of access and move to the sidewalks when there is a car in the street
- Visit our [website](#) frequently and stay up-to-date with community news
- Read and get familiar with the [bylaws](#)
- Step outside, meet your neighbor, and volunteer to serve the community

Again, thank you for all that attended, sent in proxies, shared their thoughts and asked great questions, this community strives on member participation and we look forward to everyone's engagement in our community.

Sincerely, your board:

Bishara Kharoufeh – President

Tao Watson – Treasurer

Wayne Cranston – Secretary

<http://www.sterlingwoodhomeowners.com/>