# Lolo Creek Trails Homeowners Association, Inc. Homeowner's Meeting - March 8, 2007 Lolo School Cafeteria - 11395 Highway 93 South, Lolo, Montana 7:00 p.m.

# **AGENDA**

- Welcome/Introductions I.
- II. Determination of Quorum
- III. Election of New Board of Directors - Three Directors

One Director for a period of One Year

Nominations from Floor

Discussion

Election - Secret Ballot

One Director for a period of Two Years

Nominations from Floor

Discussion

Election - Secret Ballot

One Director for a period of Three Years

Nominations from Floor

Discussion

Election - Secret Ballot

Meeting turned over to New Board of Directors for completion of Agenda Items.

#### IV. Election of Officers

#### President

Nominations from Floor

Discussion

Election - Majority Vote

Vice-President

Nominations from Floor

Discussion

Election - Majority Vote

Secretary

Nominations from Floor

Discussion

Election - Majority Vote

Treasurer

Nominations from Floor

Discussion

Election - Majority Vote

Architectural Control Committee - Election of Members (three persons) ٧. Nominations from Floor

Discussion

Election - Majority Vote

(The Developer is turning over control of the Architectural Control Committee to the Homeowners Association. An Amendment to the Declaration of Restrictive Covenants will be recorded reflecting this change of control, inasmuch as the Developer stills owns

#### VI. **New Business**

Common Area Maintenance Assessments to pay for Common Area Maintenance Lolo Creek Trails Homeowners Association Minutes from Meeting 3/8/07 Lolo School Cafeteria

We had a quorum and were able to elect 3 Directors:

1 year term-Wendy Bush

2 year term-Jeanne Elliott

3 year term-Brandon Wright

### Election of Officers:

President-Tom Tabler Vice-Pres.-Trevor Thompson Treasurer-Connie Nichol Secretary-Lynn Miller

During a question period with Dennis Doran several answers were given:

Culverts do not need to covered according to the County.

The paths will be crushed minus, not asphalt.

Common areas will be seeded again with Lolo seed #1 or 2 (Natl. Forest Brand)

Hwy. 12 beautification project.

Water rights discussed about the east landowner. She can't re-establish for water rights. Can't use ditch, Dennis filled it in when he filed. May or June to lawyer may go to appeal.

Election of Architectural Control Committee:

Changed to 5 members (all approved a motion).

Ezra Williams

Steve Bayha

Mary Thompson

Phil Ferrara

Steve Steenson

New Business: Maintenance items: common areas, front maintenance, snow removal and rock sweeping; these will be done by county. But we will need costs for them if we want more done of sooner.

Weed control: Leafy spurge and knapweed.

Minutes: Lynn Miller

### Lolo Creek Trails Homeowners Association, Inc.

Dear Neighbors,

Please review this letter as well as the enclosed documents for information on developments our Home Owners Association (HOA) has made recently as well as general information concerning our Subdivision. At this point the HOA is still in an infancy period and the main tasks at hand are the legal requirements for the Association. The HOA has not had an official meeting as of yet, but the board members and officers have met informally to divvy up the tasks that need to be accomplished prior to the HOA conducting the business of the development.

#### **Association Fees**

Unfortunately, the first item that needs to be addressed for the HOA is the collection of association fees. Currently, the HOA does not have any funds available for its immediate needs and the first immediate need of the HOA is liability insurance. The HOA needs to carry liability insurance for the common areas and trails of the Subdivision and the current policy is about expire (the approximate annual cost for this policy is listed in the estimated budget below). Without insurance, we as homeowners will carry the liability.

The board and officers had hoped to able to meet with the members of the HOA and discuss what amount of dues would be appropriate for the Subdivision, but the need to address this immediate issue has caused the board and officers to come up with an estimated budget at this time. The board and officers does not intend to exclude anyone from discussion on this most important item and would greatly appreciate your understanding, given the circumstances. It is anticipated that this estimate will be reviewed and refined as the HOA moves forward and solicits comments from all members.

Our current estimate equates to an association fee of \$60 a quarter, or \$240 per year/per lot. All owners of lots will be required to pay the association fee as stated in the By-Laws of the Subdivision, for each lot owned. The HOA suggests that this fee be collected biannually on July and January 1<sup>st</sup> of each year. Because the HOA needs to renew its liability insurance ASAP, a quarterly fee of \$60 is being collected at this time and asked that it be paid by April 1<sup>st</sup>. Again, the HOA greatly appreciates your understanding and cooperation for this issue. The next normally scheduled association fee (\$120/lot, unless revised prior at the first meeting) will be collected on July 1<sup>st</sup> and then continue forward on the bi-annual schedule.

A breakdown of the estimated budget for the Subdivision is listed below:

Liability Insurance	\$2,400
Electric – Landscaping Well	\$500
Property Management	\$4,500
Common Area Maintenance	\$6,000
Property Taxes for Common Areas	\$2,500

Landscaping Improvements	\$3,000
Legal Fees	\$1,000
Administrative	\$1,000
Postage	\$80
Special Mailings	\$300
Lien Recording Fees	\$800
Total	\$22,080

This is just an estimate at this time. The figures listed above were generated from Subdivisions similar to our own and from the past experiences of fellow HOA members.

Please use the enclosed coupon for submitting your association fee(s) to ensure proper recording of payment.

### **Construction Requirements of Lot Owners**

Enclosed with this letter is an outline of the expectations of the HOA when construction activity is taking place on a particular lot. These guidelines are consistent with the current Covenants and By-Laws of the Subdivision and should be adhered to for either new home construction, or construction improvements to an existing home. Each guideline has the respective Covenant, or By-Law listed for your reference.

#### **HOA Member Roster**

Enclosed with this letter is a current roster of the home/lot owners within the Subdivision

#### **HOA Proposed Communication**

Several ideas have been proposed on methods for members of the HOA to share information in the future. Some of these ideas have included:

- Web page
- Standard mailings
- E-mail
- Posting at the entrance of the Subdivision

On the enclosed payment coupon is a place for you to list your preference of communication. Additional ideas from those listed above are also encouraged.

#### **Architectural Control Committee**

As declared in the Covenants of the Subdivision, Article VI, an Architectural Control Committee (ACC) was established when the HOA was formed. The purpose of the Architectural Control Committee is to "evaluate proposed plans for construction of improvements based upon the most recent criteria for review as may be in effect as of the time the plans are submitted for review.....".

Improvements subject to review by the ACC are: construction of any home or outbuilding, decks, fences, and/or re-painting of any home, outbuilding, or fence, if the

proposed color varies from the original color. This also applies to additions or remodel projects, if the exterior of the home is affected.

Although the ACC's decisions can at times lead to unfortunate conflict, the purpose of this committee is to ensure that improvements comply with the CC&R's of our subdivision. This will only benefit us as a whole subdivision, and that is the overall goal of the Architectural Control Committee.

A Review Request Form has been enclosed for your reference.

### **Request of Comments**

Also on the payment coupon is a place for you to put your comments, issues, and concerns for the board and officers to take into consideration. In this early stage of our HOA the board and officers would like your input as to how best concentrate their efforts. We are all members of the HOA any everyone's input is essential if the HOA and our Subdivision are to be successful.

### First Official Meeting

A meeting will be held at the Lolo School Cafeteria on Thursday, June 7<sup>th</sup>, 2007. The purpose of the meeting will be to discuss the issues and items that have been collected as a result of this mailing. Once all issues and items have been compiled an agenda will be sent out to the HOA for review. Comments on the agenda will again be solicited and a refined agenda for the meeting in June will be sent to the HOA. If an issue or concern needs immediate attention prior to this meeting please contact a board member or officer at the phone number or addresses listed on the enclosed roster.

# Lolo Creek Trails Homeowners Association, Inc. Payment Coupon for Association Fees

# Due April 1, 2007

Please mail your pay	ment and coupon to:
Connie Nichol	***************************************
11643 Stella Blue	
Lolo, MT 59847	

Preferred method of communication and/or corrections to information provided on the current roster.

Comments, Issues, and Concerns (Feel free to add enclosures if necessary).

Name

Address

Number of lots owned

Lot number(s)

Amount enclosed