

Forest Trails Home Owners Association

Email: hoa@fthoa.net
Web: <http://fthoa.net/>

19515 133rd Avenue SE
Renton, WA 98058

Voicemail: 206-781-3999
Fax: 206-781-3998

Forest Trails Home Owners Association Annual Meeting Agenda – June 30th, 2022

Dear Homeowner,

This agenda is to provide you information about the Annual Meeting of the Forest Trails Home Owners Association. The meeting will be held on **Thursday, June 30th, via “Zoom” electronic media platform,** starting at **7:00 PM**. Please see the letter sent to homeowners for tie-in and password information. The meeting is scheduled to adjourn no later than 8:30 PM. In accordance with the covenants, a 60% quorum (123 Owners) is required in order to conduct business. Based on the difficulty in the past of reaching a quorum for the first meeting, additional meetings have been scheduled for the same day. Subsequent meeting quorum requirements are 51% of each preceding meeting requirements.

Due to the circumstances involving the use of electronic media to hold this meeting, please bear with us as we work to get you connected and your inputs received. The proposed 2021 budget and voting proxy are included with this letter. This documentation, as well as the 2021 annual meeting minutes, are also available in the “2022 FTHOA Annual Meeting” folder at FTHOA.net.

This is also a notice for meetings as follows:

- 2nd Annual Meeting, starting at 7:01 PM. The quorum requirement is 63 owners.
- 3rd Annual Meeting, starting at 7:02 PM. The quorum requirement is 33 owners.
- 4th Annual Meeting, starting at 7:03 PM. The quorum requirement is 17 owners.
- 5th Annual Meeting, starting at 7:04 PM. The quorum requirement is 9 owners.
- 6th Annual Meeting, starting at 7:05 PM. The quorum requirement is 5 owners.

The agenda for the meeting includes:

- I. Discussion on Minutes of 2021 Meeting
- II. Reports of Officers and Committee Chairs
- III. Discussion of the 2022 Budget
- IV. Approve 2022 Budget
- V. Election of Officers –Homeowners are welcome and encouraged to place themselves or others in nomination for any office. All office positions are open
- VI. Request for additional assistance –Assistant Treasurer or Secretary, Committees
- VII. Unfinished Business
- VIII. New Business

.Sincerely,

Forest Trails Board of Directors

Topic: Forest Trails Annual Meeting

Time: June 30th @ 7 PM Pacific Time

Join Zoom Meeting

<https://www.zoom.us/join>

Meeting Number: 841 8095 0263

Passcode: fthoa2022

2022 FTHOA Budget

				<u>2021 Budget</u>	<u>2021 Actual</u>	<u>2022 Budget</u>
Income						
	5031 · Dues			20,400.00	19,755.65	20,400.00
	5037 - Income for Legal Fees			0.00	260.00	0.00
Other Income						
	5035 · Income from Late Charges			0.00	229.01	0.00
	5110 · Interest Income			0.00	7.30	0.00
Total Income				<u>20,400.00</u>	<u>20,251.96</u>	<u>20,400.00</u>
Expense						
	6211 · Community Building			200.00	0.00	200.00
	6214 · Advertising			250.00	0.00	250.00
	6213 · Answering Service			250.00	212.90	250.00
	6251 · Bank Service Fees			25.00	0.00	25.00
	6700 · Insurance Account Deposit			0.00	0.00	0.00
	6500 · Landscape Contract & Tax			7,000.00	9,001.92	9,000.00
	6301 · Liability Package Policy			3,000.00	6,058.00	3,000.00
	6541 · License & Permits			50.00	10.00	50.00
	6540 · Maintenance Repairs			3,500.00	115.54	1,500.00
	6270 · Management Fees					
		6275 · Accounting and Tax Prep		3,000.00	2,548.69	3,000.00
		6273 · Lawyer Fees		1,000.00	1,330.50	1,500.00
	Total 6270 · Management Fees			<u>4,000.00</u>	<u>3,879.19</u>	<u>4,500.00</u>
	6206 · Office Supplies & Expenses			250.00	69.66	250.00
	6253 · Postage and Shipping			350.00	214.83	350.00
	6350 · Real Estate Tax King/Pierce			25.00	29.51	25.00
	6702 · Reserve Account Deposit			1,500.00	808.45	1,000.00
Total Expense				<u>20,400.00</u>	<u>20,400.00</u>	<u>20,400.00</u>
	Operating Fund Account Balance as of 12/31/21			64,634.94		
	Reserve Account Balance as of 12/31/21			73,561.48		

Regarding the annual meeting, please find the following documents (Proxy Statement, delinquent lot status) available on HOA Forest Trail website fthoa.net

19515 133rd Ave SE Renton, WA 98058
206-781-3999 Fax 206-781-3998 hoa@fthoa.net www.fthoa.net

Dear Neighbor, here is our 'Annual Letter' for the year.

To existing renter/owners, we're trying to get back on an earlier meeting schedule, rather than late Summer when people are away. If you are new to Forest Trails, congratulations on the purchase or rental/lease of your home! On behalf of the Forest Trails Homeowners Association (FTHOA), we would like to welcome you to Forest Trails. The HOA Board of Directors is here to give you inputs, feedback and general help. Now...

Among all homeowner responsibilities in Forest Trails, the following items have required additional Board attention over the past year:

1. Yard waste/Trash cans must be stored behind fence or in garage, out of sight of street during the week. They should be brought out only on trash pickup days and returned that day. Trash pickup in Forest Trails is usually on Tuesday or Wednesday.
2. Miscellaneous debris on the sides of houses must be kept out of sight of the street as well.
3. Campers and trailers are not to be stored in front of houses. Temporary parking for 48 hrs. (such as the weekend or a holiday) is acceptable, but then they need to be moved out of sight of the street.
4. Yard maintenance includes keeping lawns mowed, shrubs pruned, planting beds weeded, and moss/debris removed on a regular basis.

One of the benefits of a homeowner's association is the ability to create and maintain a pleasing and cohesive physical appearance within the neighborhood. To accomplish that goal, the Forest Trails Architectural Control Committee (ACC) is charged with reviewing any permanent exterior alteration or improvements. All exterior changes to the home, be it paint, deck, structure, roof, fence, sheds, gutters, need to be approved by submitting the changes to the (ACC) via the form found on the FT website (<http://fthoa.net/homeowners-information>).

When you closed on your property, copies of our governing documents were provided (renters will have to obtain them from property managers or refer to the website). If you have misplaced or simply need additional copies, you will find them on our website, www.fthoa.net, under Documentation. This documents section of our website contains FTHOA covenants and bylaws as well as specific guideline documents on a variety of different topics (Roofing, Landscape, Sheds, Fencing, etc.).

The FTHOA Board of Directors are Forest Trails residents who volunteer their time and expertise managing the Homeowners Association for the residents. The board's charter and primary duty is to preserve the integrity and maintain the appearance of the neighborhood by managing the following:

1. Provide assistance with Financial Management
2. Neighborhood Planning
3. Common Area Maintenance and Repair
4. Review and authorize Architectural Change and other property Improvement.
5. Oversee the Declaration of Covenants and Rules Enforcement.

Please note:

- The Speed limit in the community is 25 MPH. Please watch out for walkers, joggers, children, and pets.
- Please STOP at stop signs.
- Please try your best to help keep street drains free of debris, to allow good drainage.
- Please keep your pets on leashes and pick up after them.

And finally:

Forest Trails is inviting you to a scheduled Zoom meeting.

Topic: Forest Trails Annual Meeting

Time: June 30th @ 7 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://www.zoom.us/join>

Meeting Number - 841 8095 0263

Passcode - fthoa2022

Forest Trails HomeOwner Association



19515 133rd Ave SE Renton, WA 98058

206-781-3999 Fax 206-781-3998

www.fthoa.net

Note: Please fill this form out and return if you have not already consented to electronic communication. The Association spent around \$300 for printing, stamps, envelopes and labels for this one mailing. By law, we cannot send future paperwork to you via email until you consent by filling out and returning this form. Let's all opt in to aid in keeping our Forest Trails HOA dues low. Thank You.

Consent to Notice by Electronic Transmission

The Board of Directors of the Forest Trails Homeowners' Association has decided to begin using notice by electronic transmission for Association business. Electronic notices are preferred by many owners and help to cut down copying and postage costs for the Association. Per RCW 64.38, the Association must have your written consent in order to send you notices by electronic transmission and this authorization must be maintained on file with the Association and/or its professional management company.

If you do not return this signed consent form, you will continue to receive all Association business notices in hard copy form at your property address in the Association and/or any alternate mailing address you have provided to the Association.

If you wish to opt-in to notices of electronic transmission, please complete the lower portion of this consent form and return it to the address listed above. ***You can also complete the form, scan or take a clear picture and email it to hoa@fthoa.net.***

I/We consent to receiving Forest Trails Homeowners' Association notices via electronic transmission in accordance with RCW 64.38.

Property Owner(s): _____ **Dated:** _____

Forest Trails Property Address: _____

Name: _____ **Email:** _____

Name: _____ **Email:** _____

Signed: _____ **Signed:** _____

PLEASE NOTE: If you wish at any time to revoke your consent, please contact the Association or its management company in writing to indicate that you wish to revoke your consent and return to receiving hard copy notices. Consent will be deemed revoked if the Secretary of the Association or the Community Association Manager are unable to electronically transmit two (2) consecutive meeting notices to the email address(es) provided above.