

**SILVER LAKE MASTER ASSOCIATION. INC.
2020 ANNUAL MEETING**

October 27, 2020

Dear Silver Lake Master Homeowners:

Due to the COVID-19 pandemic the Silver Lake Master Board of Directors have been consulting with HOA attorneys to ensure the business of the Association continues. As you all know, the Annual Membership Meeting is held each Fall. Pursuant to the Non-Profit Act, Executive Orders and the Emergency Action Resolution adopted by the Board; the Board will hold the Annual Meeting via USPS mail to ensure residents safety and to meet all requirements listed in North Carolina Executive Orders. Below and enclosed you will find the 2019 Draft Annual Meeting Minutes, the Association Report recapping Association Business from the year, 2021 approved Budget, and an Open Forum question form to facilitate the Annual Meeting.

Typically, at each Annual Meeting there is an Open Forum session where owners have an opportunity to ask community questions and/or voice concerns. Enclosed is a questionnaire form for owners to submit any questions for the Board or Management that typically would be asked during the Open Forum Session of the Annual Meeting. Questions must be received by November 17, 2020. The Board and Omega collectively will answer the questions and get this information out to the community. When presented to the community, all questions and answers will be anonymous. Please also review the DRAFT Annual Meeting Minutes and include any questions or proposed changes on the questionnaire form should you have them.

Because there is no in-person Annual Meeting this year, the Board Election process will also be held via USPS mail. There are **2** available positions this year. If you would like to serve on the Board and your name placed on the ballot, please email Jessica MacDonald at Jessica@omegamgmt.com by November 10, 2020. *You must include a short bio of your qualifications and the reason you would like to serve on the board.* Once the nomination deadline is reached, you will then receive an official Ballot via USPS listing all nominees along with another deadline for voting. Once the voting deadline is reached, all votes will be counted, and the community will receive a final notification via email including the Board Election Results, answers to any "Open Forum" questions, and the final 2019 Annual Meeting Minutes.

The Board appreciates your patience and cooperation as we move through this unique 2020 Annual Meeting due to the COVID-19 pandemic.

For the Board of Directors,

Tom Neal

Tom Neal
Community Manager

SILVER LAKE MASTER HOMEOWNERS ASSOCIATION
ANNUAL MEETING MINUTES
November 12, 2019

Having quorum present, David Sinodis called the meeting to order at 7:00 PM.

Tom Neal from Omega Management, the Board, and members present introduced themselves.

David Sinodis presented the 2018 Annual Meeting Minutes. Marcia Plyler motioned to accept the 2018 Annual Meeting Minutes. Jo Bolton seconded the motion and the 2018 Annual Minutes were unanimously approved.

David Sinodis acknowledged the Board members and Tom Neal/Omega Management for their service to the community and gave the Association Report, including a brief overview of the accomplishments from the past year. The trail was mulched, landscape lighting was replaced, and architectural requests were approved.

Reno Fuhrman gave an update from the Pool Committee. The Pool Committee has been very pleased with Triangle Aquatics. The pool was successfully replastered, they've kept the pool clean, and their pool attendants have done a great job performing their assigned duties. Overall, a great improvement from the level of service we received from our previous vendor.

Joe Sevits presented the 2020 Budget, explained why the dues for 2020 would increase, and responded to questions. Jeff Baynham motioned to approve the proposed 2020 budget. Ken Lychak seconded the motion and the 2020 Budget was unanimously ratified as presented.

Three positions were open for the Board of Directors. John Gensinger, Prakash Talreja, and Joe Sevits being the only nominations, they were elected to the Board of Directors for 3-year terms by process of acclamation.

Open Session

The following items were brought up and discussion points were raised to be taken into consideration by the Board:

- Cameras for the pool and cabana area:
 - There has been vandalism, late night visitors, and a fire in the men's bathroom this past year and cameras were suggested to serve as a deterrent.
 - Reno Fuhrman motioned that the Board install cameras, seconded by and Tom Rogers. Discussion was had by the members present.
 - David Sinodis motioned to amend the previous motion to say that if the initial installation cost exceeds \$6,000 and/or annual operating costs exceed \$2,000/year, the Board will not install cameras. Seconded by Marcia Plyler.
 - Joe Sevits asked that the Board also require a router that would split the Wi-Fi for guest use if cameras are installed.

Having no further business, Christian Holobinko motioned to adjourn the meeting. Joan Lychak seconded, and the meeting was adjourned unanimously at 8:07 PM.

Silver Lake Master Association

2020 - BOARD REPORT Silver Lake Master HOA

Silver Lake – like all communities – has seen a year of challenges but has continued to flourish through the 2020 year. Sincere thanks go to the BOD for their collective talents and volunteer hours on behalf of all owners and residents; this year has seen an increase in the amount of time needed for the Board's duties, and they have stepped up. It really is a Team Effort.

The BOD has held regular meetings throughout 2020 supported through additional ad hoc meetings (via zoom) and corresponding e-mails. The Silver Lake BOD has also conducted community walkthroughs and scheduled maintenance items & inspections of ongoing items that need routine attention thus avoiding unanticipated expense to Silver Lake owners. I would like to thank my fellow Board members for this year, Ashleigh Eason, David Sinodis, John Gensinger, Joe Sevits, Linda Gressel, and Prakash Talreja.

By far the greatest challenges of the year involved management of the pool and common areas to maintain safety while following the guidelines of the CDC, the NCDHHS, and Executive Orders of the Governor during the ongoing pandemic. The Board has worked hard to balance the needs resulting from the pandemic with continuing to provide the amenities of the community. We added monitors and systems to manage access to the pool. Additionally, we have collected statistics on use of the pool, which we believe will be useful for planning going forward.

Our thanks for the work done this year by the Pool Committee; their input and ongoing efforts were invaluable. Additionally, our sincere thanks to Reno Fuhrman, Pool Committee Chair, for the enormous time and effort he provided in overseeing the pool season. Despite the challenges, we saw one of the smoothest and best pool seasons we have had.

Our thanks also to the folks at Triangle Aquatics who did a terrific job of responding to our requirements, increasing support, and providing added monitors and sanitizing support at the pool.

Finally, our thanks also to John Gensinger who has taken on the role of Lake Committee Chair in addition to his role as a member of the Board; as Lake Committee Chair he continues to advise and help manage this beautiful amenity of our community.

In addition to the regular volunteer hours by each of the Board of Directors, I would also like to thank Tom Neal, our Community Manager, and Jessica McDonald from Omega Association Management – they have continued to be responsive, worked hard on our behalf and have been of tremendous assistance, particularly during the challenges of this year.

2020 the Board:

- Adjusted pool rules and rules on common area use to follow the requirements and guidelines from the CDC, NC DHHS, and the Governor's Executive Order, in support of maintaining safety during the pandemic
- Increased signage – both temporary and permanent – to inform residents of use requirements both at the pool and cabana and the common areas
- Installed cameras at the cabana as approved at last year's annual meeting
- Mulched walking trail around lake (now scheduled for once per year)
- Continued efforts on geese control around lake and ponds – explored new options for trial going forward in 2021
- Replaced deck boards on docks
- Conducted pond inspections with city of Raleigh

- Yearly audits by outside accountant

2021 we will continue contracts with:

- Omega Association Management
- Fosters pond management
- Triangle Aquatics

A new contract will be awarded for landscaping services for the common areas for 2021, proposals are in-house and a final decision is imminent.

The Board would like for all homeowners to continue evaluate their home for maintenance, keeping powerwashing and painting up-to-date. We would also like to thank all homeowners in the single family for maintaining their yard and landscaping. Nobody likes to get a letter from Omega.

2021 reserve Study/Budget

The Silver Lake BOD continues to review the capital reserve study to evaluate the Association-maintained property and determine if the current rate of saving is adequate. This is an important step in order to avoid special assessments at a later time. Based on our review, the physical components of the community for which the Association is responsible are in generally good condition. Further, the current capital reserve balance as well as the reserve funding rate is average for a community of this age. Based on projected repairs over the next 20 years, we have recommended capital reserve funding for 2021. The BOD will continue to evaluate and monitor the reserves annually. This is a valuable tool to avoid unplanned one-time assessments. The Board is recommending that for 2021 we hold our rate to the current \$269.00.00 per unit per quarter. Joe Sevits, our Treasurer, will provide more detail in his report on the budget.

We remind our homeowners to refrain from feeding the waterfowl. Please check for ongoing updates on the community at HOASilverlake.com and we hope that 2021 will see an increase in opportunities for community-wide events. Thanks to all community members for continuing to make Silver Lake a great place to live.

Respectfully submitted,

Martha Gettys
President, Silver Lake Master Association

SILVER LAKE HOA
2021 Budget

| | 2020 Budget | 2020 PYE | 2021 Budget |
|---------------------------------------|-------------------|-------------------|-----------------------------|
| Income | | | |
| Assessment Income | 200,136.00 | 200,136.00 | 200,136.00 269x4=1076 x 186 |
| Lake Escrow Income | 0.00 | 0.00 | 0.00 |
| Late Fee Income | 0.00 | 1,100.00 | 0.00 |
| Interest Income-lake escrow | 0.00 | 270.00 | 0.00 |
| Interest Income-Reserves | 0.00 | 900.00 | 0.00 |
| Total Income | 200,136.00 | 202,406.00 | 200,136.00 |
| Expenses | | | |
| Management Contract | 14,945.00 | 14,945.00 | 14,945.00 |
| Audit & Tax Returns | 1,700.00 | 2,100.00 | 2,100.00 |
| Legal Fees | 500.00 | 0.00 | 500.00 |
| Insurance | 6,500.00 | 6,000.00 | 6,000.00 |
| Printing & Postage | 1,300.00 | 2,000.00 | 1,339.00 |
| Admin Other | 200.00 | 0.00 | 200.00 |
| | 25,145.00 | 25,045.00 | 25,084.00 |
| Pool Contract- chemicals included | 16,000.00 | 28,200.00 | 16,000.00 |
| Pool Electricity | 4,600.00 | 3,600.00 | 4,600.00 |
| Pool Supplies | 1,500.00 | 1,100.00 | 1,500.00 |
| Pool Repairs and Furniture | 4,000.00 | 6,260.00 | 4,000.00 |
| Pool Inspection | 506.00 | 419.00 | 506.00 |
| Pool Phone | 550.00 | 530.00 | 550.00 |
| Amenities expense | 500.00 | 1,450.00 | 500.00 |
| Social Committee | 1,000.00 | 300.00 | 1,000.00 |
| | 28,656.00 | 41,859.00 | 28,656.00 |
| Electricity | 38,000.00 | 37,000.00 | 37,000.00 |
| Gas | 300.00 | 300.00 | 300.00 |
| Water & Sewer | 4,700.00 | 4,700.00 | 4,700.00 |
| Sign & Light Maintenance | 1,600.00 | 300.00 | 1,600.00 |
| | 44,600.00 | 42,300.00 | 43,600.00 |
| Grounds Maintenance Contract | 25,440.00 | 25,440.00 | 25,440.00 |
| Grounds Extras | 22,000.00 | 27,000.00 | 27,000.00 |
| Irrigation Maintenance | 2,200.00 | 1,938.00 | 2,200.00 |
| Pond Contract | 5,600.00 | 5,544.00 | 5,600.00 |
| Pond Inspection/Repairs | 5,000.00 | 4,500.00 | 5,000.00 |
| Tree Removal | 1,495.00 | 1,100.00 | 1,000.00 |
| | 61,735.00 | 65,522.00 | 66,240.00 |
| Reserve Transfer | 40,000.00 | 40,000.00 | 36,556.00 |
| Capital Expenditure-City of Ral. Assn | 0.00 | 0.00 | 0.00 |
| Total Expenses | 200,136.00 | 214,726.00 | 200,136.00 |
| Net Income/Loss | 0.00 | -12,320.00 | 0.00 |

2020 Budget is based on 186 units paying \$269 quarterly, \$1076 yearly
2021 Budget is based on 186 units paying \$269 quarterly, \$1076 yearly
The Reserve Fund as of December 31, 2020 \$142,230.00
Lake Escrow \$120,416.00

