



**Glad You Are Here**  
**Welcome to the Hunters Crest**  
**Homeowners Association**  
**ANNUAL MEETING!**

**Meeting will begin at 6:30 PM**



# AGENDA

- 1. Welcome and introductions**
- 2. Confirmation of Bylaw's Procedures**
- 3. Declaration of Quorum**
- 4. Approval of 2018 Annual Meeting Minutes**
- 5. Election of 2 members to the Board of Directors**
  - A. Appointment of election inspectors**
  - B. Introduction of Candidates**
  - C. Nominations from the floor and Election**
- 6. Report of Officers**
- 7. Reports of Committees**
- 8. Unfinished Business**
- 9. New Business**
- 10. Revision of HOA Documents Update and Comments**
- 11. Adjournment**



# **Confirmation of Bylaw Procedures**

**The items below are the Annual Meeting requirements from the Bylaws of Hunters Crest.**

**Article VIII, Section 5- Ballots must be sent at least 14 days in advance of date set forth. (Sent March 28th)**

**Article VIII, Section 5- Ballots must be mailed in a sealed envelope with the signature of the holder on the outside of the envelope, i.e. not signed invalid. (Election committee will review)**

**Article XIII, Section 1- Annual meeting must be held in the first quarter of the Association's Fiscal year. (i.e. April-June)**

**Article XIII, Section 3- Notice of any meeting shall be more than 6 days. (was sent 18 days in advance)**

**Article XIII, Section 4- Quorum is 10% of all eligible members.**

**All Bylaw requirements have been met for 2019.**



# **Confirmation of Bylaw Procedures**

## **Declaration of Quorum**

**In order to conduct the ordinary business of the Association at an Annual Meeting, it is required that at least 10% of the total members be represented either in person or by Proxy.**



# **2018 Annual Meeting Minutes**

**Annual Meeting – April 16, 2018**

**6:30pm – Freshwater Church St. Bonifacius**

**1) Call To Order**

- ❖ Meeting brought to order at 6:40 PM.
- ❖ Quorum achieved at 56 homeowners present and by proxy.

**2) Roll Call of Board Members**

- ❖ Present: Roger von Holtz, Jamie Heins, Tom Berscheid, Bill Vit, Katie Pennington, Thomas Geffre, and Chad Heyrman
- ❖ Ben Kieffer & Melanie Lawrence of Compass Management Group
- ❖ 30 homeowners in attendance including Board.

**3) Approval of Meeting Minutes**

- ❖ Motion to approve 2017 Annual Meeting notes. Approved as written.

**4) Election Committee formed by three Homeowner volunteers.**

- ❖ Introduction of 2018 candidates.
- ❖ Ballots counted and tallied.
- ❖ Elected board members: Bill Vit, Katie Pennington, Bob Rabin for three year term April 2018 – April 2021.



# 2018 Annual Meeting Minutes

## 5) Treasurer's Report

- ❖ Treasurer report presented by Katie and reviewed by homeowners at meeting.
- ❖ Assessment of \$300 dues remains unchanged.

## 6) Committee Reports

- ❖ Architectural Review Committee (ARC): Tom B, Roger, Jamie Heins
- ❖ 44 ARC applications reviewed and approved since {January April 2017}.
- ❖ Correction to line above should read –{April 2017 to March 31 2018}

## 7) Other

- ❖ Homeowner discussion about NURP pond maintenance. “National Urban Runoff Program.” Ambiguity regarding requirements of city and/or Hunters Crest.
- ❖ Homeowners currently pay a city fee for storm water processing.
- ❖ Board has open request for volunteers to form pond committee and report to board.

## 8) Adjournment

- ❖ Motion to adjourn at 8:10 PM. Approved.



# **Election of Members**

**Appointment of election inspectors  
(Five homeowners)**

**Introduction of Candidates**

**Rick Anderson**

**Mark Christiansen**

**Mike Votava**

**Nominations from the floor**

**Tabulation of ballots and results**



# **Report of Officers**

- I. President's Report**
- II. Treasurer's Report**





# President's Report

- **Landscaping and maintenance along Hunters Trail sidewalks and front and rear entrances**
- **Landscaping and maintenance of 11 common areas**
- **Landscaping and maintenance of 4 islands and 4 dead end streets**
- **Snow plowing of both sidewalks along Hunters Trail**
- **Boulevard tree replacement and maintenance**
- **Tree trimming**
- **Hunters Crest web site**
- **Internal financial controls on dues and expenditures**
- **Entrance flag repair and replacement**
- **Annual garage sale in spring of each year**
- **Assistance with critter trapping and removal**
- **Maintenance of 24+ ponds that are used as drainage of storm water runoff**
- **ARC review and approval**
- **Mail box replacement and repair**
- **Winter trail walk added 2018**



# **Total homes in Hunters Crest HOA is 439**

**Homeowner ownership is continually changing**

- ❖ **20 - 40 homes are always in the process of changing owners.**
- ❖ **Hunters Crest building is complete.**
- ❖ **13 homes are rentals**

**31 New Homes at The Ponds Of Hunters Crest are being added to Minnetrista, however they will not be part of our association.**



# **Water Tower Report**

**As of the April 1, 2019 Minnetrista City Council meeting, the City Council has approved the signing of a purchase agreement for a two acre site at 9400 Highway 7 on the north side of 7 for the building of a water tower.**

**The city needs to complete a due diligence process such as soil testing and a Planning Commission review.**

**The city is planning on a closing in June 2019 if the due diligence process is positive and start construction later this year.**



9400 Minnesota 7





# Treasurer's Report

- **The 2018-2019 year ended with \$117,224 in the Operating account, and \$109,972 in the Reserve accounts.**
- **There is \$8,744 in accounts receivable as of March 31<sup>st</sup> 2019.**
- **This is an increase of \$2,092 from March 31, 2018, which was a balance of \$6,652.**
- **Previous years accounts receivables:**
  - **2017: \$8,021**
  - **2016: \$13,900**



# Treasurer's Report

- **Annual Assessment: No increase for 2019-20. \$300/yr. (National and Minnesota average for single-family HOA's is \$3,000/year)**
- **The annual budget is \$132,000.**
- **The Annual Assessment is due April 1<sup>st</sup>, with a 30-day grace period.**
- **There is a \$50 late fee if not paid before May 1<sup>st</sup>, as well as a \$20 collection letter fee.**
- **Please make sure your payment is sent before May 1<sup>st</sup> to avoid any extra fees. If not paid by June 1<sup>st</sup>, all past due accounts will be sent to collections.**



# Reports of Committees

- I. Architectural Review**
- II. Tree Planting & Maintenance**
- III. Communications**
- IV. Pond Updates**



# I. Architectural Reviews

**Submitted from April 2018 To March 31 2019**

<b>Roof Replacement</b>	<b>22</b>
<b>Deck or Patio</b>	<b>16</b>
<b>Fence</b>	<b>12</b>
<b>Landscape</b>	<b>4</b>
<b>Temp Pool</b>	<b>2</b>
<b>Sports Court &amp; B Ball Hoop</b>	<b>3</b>
<b>Misc.</b>	<b>7</b>
<hr/>	
<b>Total: Record Number</b>	<b>66</b>





# **II. Tree Maintenance**

## **Tree Planting and Maintenance 2018**

- ❖ 4 replacements of dead or damaged trees**
- ❖ The board would like to form a committee of homeowners and Board Members to develop an ongoing tree planting and maintenance plan.**
  - ❖ Review Emerald Ash Borer which is moving west**
  - ❖ Homeowner Maintenance of trees**
  - ❖ Covering costs of yearly replacement**



# **III. Correspondence to Members**

- **All formal correspondence is required to be sent by mail**
- **74% of our homeowners have provided email addresses**
- **We do send informational correspondence by a combination of email and mail to homeowners to save expense**
- **Formal update to be added in revision**



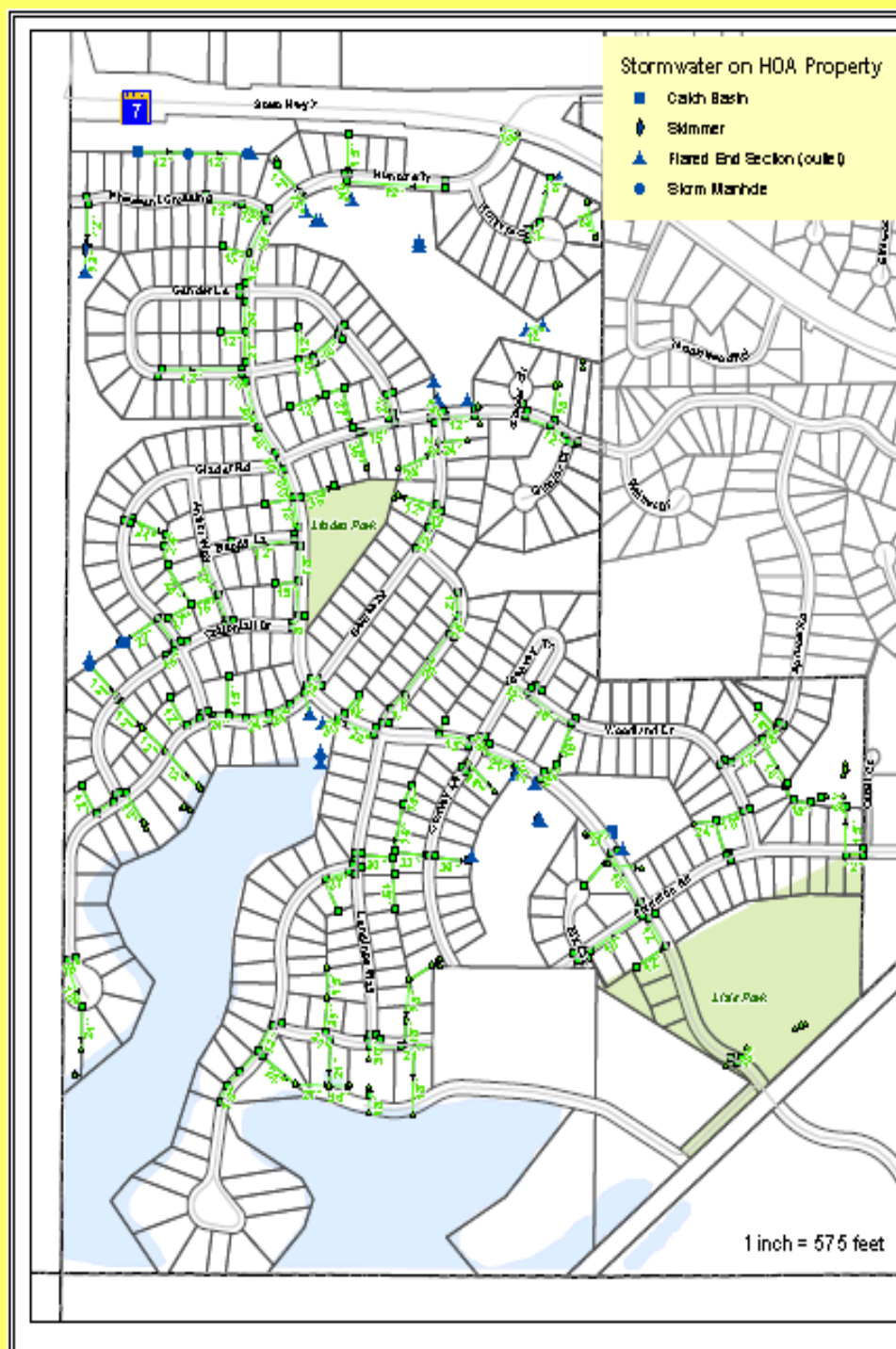
# **IV. NURP Ponds**

**The association cannot complete maintenance to the NURP ponds, except at the direction of the city.**

**We have been patiently awaiting clarification from the City of Minnetrista to better understand where the responsibility lies for the ponds. Patience is growing thin as we have awaited this response through three mayors and members of city staff.**

**There are three main issues awaiting clarification:**

- 1. What is included in the portion of our City water bill allocated to storm water functions?**
- 2. What portion of the following map is the City to continue to maintain?**
- 3. What is the Association responsible for?**





# **IV. NURP Ponds**

## **How do we conduct the Maintenance?**

- ❖ What are the specifications?**
- ❖ Who are qualified bidders?**
- ❖ Who is legally in charge?**



# IV. NURP Ponds

## April 3-4, 2019 Discussion with the City

- ❖ **Storm water or NURP Drainage ponds will fill up with runoff materials as they are used, requiring them to be dredged at some point in time**
- ❖ **The City is in the process of gathering data on all HOA's with NURP Ponds in Minnetrista**
- ❖ **They expects to complete the collection of data in the fall of 2019**
- ❖ **They will schedule meetings with the association after the data gathering is complete to answer our questions**



# **Unfinished Business**



# **New Business**

- 1. Hunters Crest Garage Sale Dates:  
June 20, 21, & 22 in conjunction with  
Spass-Tagen days**
- 2. Compass Management Web Portal  
Information**





# Spass-Tagen St. Boni Fun Days

Missile Park • St. Bonifacius, MN • June 24, 2017



Home Forms - 2017 Schedule of Events Sponsors Photo Gallery

**MARKET VENDORS** **Silent Auction and 5-K Color Run** **Free Kid's Zone**  
**Raffle Prizes** **Car & Bike Show** **Bean Bag Toss Tournament**  
**Wiener Dog Races**  
**Live Music** **Bingo** **Magician** **Beer** **Food Vendors** **Kiddie Parade**

## Come and Join in the Fun!! Spass-Tagen! June 24, 2017



Wiener Dog Races



Bean Bag Tournament



Magician Charley Hagen



Kidz Zone - FREE!



Car and Bike Show



City Wide Garage Sales

June 22, 23, 24: 2017



Raffle Prizes

1st Place: \$500.00  
 2nd Place: \$250.00  
 3rd Place: \$100.00

### Fireworks Fund!

Help us reach our goal of \$7000.00 for fireworks at Spass-Tagen! Should our goal not be reached this year, our fireworks fund will carry over to 2018. THANK YOU!

[Donate](#)



Payments accepted via paypal

### Contact Us

Phone:  
 612-716-5491 (Pat)  
 612-419-5932 (Fred)

General Inquiries  
[event@stboni-spasp-tagen.com](mailto:event@stboni-spasp-tagen.com)

Food Vendors  
[food@stboni-spasp-tagen.com](mailto:food@stboni-spasp-tagen.com)

Market Vendors  
[market@stboni-spasp-tagen.com](mailto:market@stboni-spasp-tagen.com)

Volunteer Opportunities  
[volunteer@stboni-spasp-tagen.com](mailto:volunteer@stboni-spasp-tagen.com)

**VOLUNTEERS WELCOME!!**

### Directions





## City Wide Garage Sales - Sign Up Form

CITY WIDE GARAGE SALES IN CONJUNCTION WITH SPASS-TAGEN  
June 22, 23, 24: 2017

Sponsored by the St. Boni Area Community Development Group. If you would like to hold a garage sale, please sign up below so we can "spread the word" about your sale on our websites, social media, and newsletter AND "spread the word" about Spass-Tagen with flyers at your sale (will be provided). You will also get a yardsign and directional signs will be put out to point to your sale! Thank You! **(To be included in printed materials and receive a yardsign, please sign up by June 12, 2017. Garage sale sign-ups after this date will still be included on the website.)**

Please sign up using the form below.

### St. Boni City Wide Garage Sales

Sponsored by the St. Boni Area Community Development Group.

June 22, 23, 24: 2017

Please complete the form below to sign up

Your name: \*

First Last

Email: \*

Name of person or group that will be holding garage sale: \*

Location where sale will be held: \*

Street Address

Select a State

State / Province / Region

City

United States

Country

Postal / Zip Code

Dates and times your sale will be open. \*

Items to be sold at sale:

Submit

## Fireworks Fund!

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Donate



Payments accepted via paypal

## Contact Us

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General Inquiries

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Food Vendors

[food@stboni-spasp-tagen.com](mailto:food@stboni-spasp-tagen.com)

Market Vendors

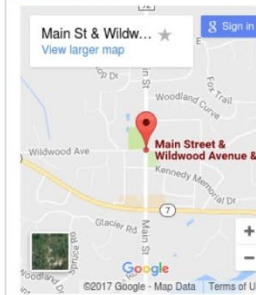
[market@stboni-spasp-tagen.com](mailto:market@stboni-spasp-tagen.com)

Volunteer Opportunities

[volunteer@stboni-spasp-tagen.com](mailto:volunteer@stboni-spasp-tagen.com)

**VOLUNTEERS WELCOME!!**

## Directions



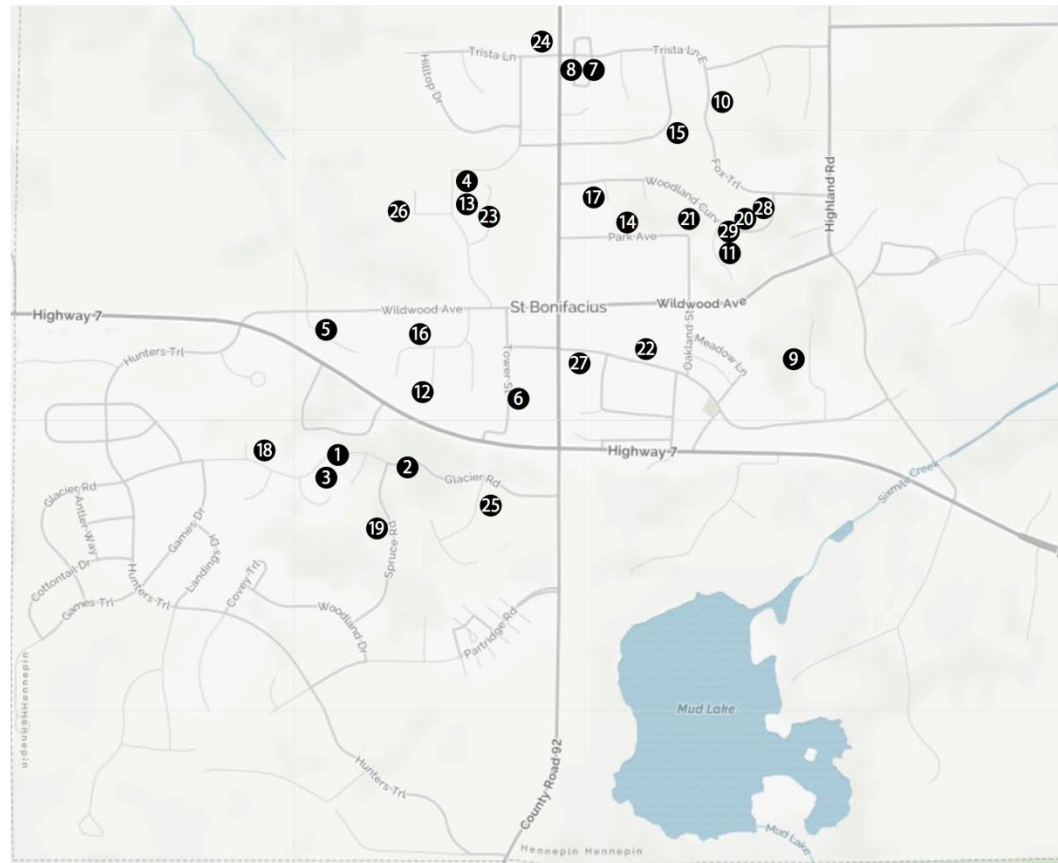


# St. Bonifacius City Wide Garage Sales June 23, 24, 25: 2016



**LOCATIONS: Watch for the signs!!**

- 1 9119 Glacier Rd.
- 2 9100 Glacier Rd.
- 3 9019 Glacier Rd.
- 4 3801 Meadowview Terr.
- 5 9149 Oakwood Rd.
- 6 4076 Tower St.
- 7 3611 Heidelberg Ln.
- 8 3601 Heidelberg Ln.
- 9 4017 Centennial Ave.
- 10 3629 Fox Tr.
- 11 3904 Pine Ln.
- 12 4137 Elmwood Cir.
- 13 3835 Meadowview Terr.
- 14 8638 Park Ave.
- 15 8701 Hillview Dr. E.
- 16 4043 Elmwood Dr.
- 17 3801 Evergreen Ln.
- 18 9232 Glacier Rd.
- 19 4335 Spruce Rd.
- 20 8530 Woodland Curve
- 21 8579 Woodland Curve
- 22 8640 Kennedy Memorial Dr.
- 23 3816 Meadowview Way
- 24 8806 Trista Lane W.
- 25 4269 Forest Road
- 26 3842 Wehle Place
- 27 8717 Kennedy Memorial Dr.
- 28 8510 Woodland Curve
- 29 8549 Woodland Curve



Sponsored by the St. Boni Area Community Development Group



## St. Boni - City Wide Garage Sales – Locations – June 23, 24, 25

Map #	Location	Dates/Times	Items to be Sold
1	9119 Glacier Rd.	Fri: 8-3 Sat: 8-1	Furniture, clothes (mens, womens, maternity, some newborn), household items, DVDs, CDs
2	9100 Glacier Rd.	Thurs - Fri: 9 -3 Sat: 9-12	Household items, sports equipment, sports attire, clothes, scarves, purses, books, DVDs, jewelry
3	9019 Glacier Rd.	Wed - Thurs: 8-6 Fri: 8-3	-
4	3801 Meadowview Terr.	Thurs - Fri: 8-6	Misc., some antiques, boat seats, coolers
5	9149 Oakwood Rd.	Thurs - Sat: 9 - 6	Furniture, lots of jewelry, new handbags, samples, antiques, comforters, linens, glass, collectibles, lamps, pictures, tools, estate sale items
6	4076 Tower St.	Thurs - Sat: 9	Electronics, furniture, household Items, toddler girls clothes, toys, clothing, bikes, tools
7	3611 Heidelberg Ln.	Thurs - Fri: 9-? Sat: 9-3	Misc. household, toys, infant to adult clothing, furniture
8	3601 Heidelberg Ln.	Thurs - Sat: 9	Microwave, stove, refrigerator (all white), lighted three piece entertainment center, brass headboard, christmas container, misc. household, childs toys, plants
9	4017 Centennial Ave.	Fri - Sat: 8-4:30 Sun: 10-2	Household items, antiques, misc.
10	3629 Fox Tr.	Fri: 8-5 Sat: 8-12	General household items, tools
11	3904 Pine Ln.	Thurs - Sat: 8-6	Fishing, antiques, hunting, collectibles
12	4137 Elmwood Cir.	Thurs - Sat:	Household items, girls clothes size 5/6 and 7/8, mens clothes, womens clothes, welder: mig/tig/heliarc, oxyact kit, btank kit, bench scroll saw, bench grinder, plasma, other misc. Items
13	3835 Meadowview Terr.	Thurs - Fri: 8-5 Sat: 9-1	Girls clothes size 0-10/12, boys clothes size 0-10/12, costumes, toys, puzzles, kids books, Leapster Explorers, misc. household items, sporting goods, bedding, furniture, and more
14	8638 Park Ave.	Sat: 8-4	Clothing, kids toys, misc.



# Revision of HOA Documents

- I. The Association's Governing Documents contain a considerable amount of information that is outdated, confusing or improperly written.**
- II. Due to this fact, Compass Management proposed to the Board to rewrite the Association documents.**
- III. As we reviewed the options, it became apparent that due to the type of title that the majority of homeowners have (both Abstract and Torrens), filing a fully amended Declaration would cost in excess of \$20,000 (total cost unknown).**



# Revision of HOA Documents

- IV. The Board decided that we would make as many updates to the documents as possible without completing a fully amended revision that would incur a higher expense for the Association.**
- V. The Bylaws and the Declaration of Convents and Restrictions were selected to begin the changes.**
- VI. The Board selected a Revision of Documents Committee containing four Board members and five homeowners selected at random from a group of 17 volunteer homeowners.**  
**Members of the Committee are: Jamie Heins, Bill Vit, Katie Pennington, Roger von Holtz, Beth Peterson, Danny Schmidt, Alex Doty, Paul Penzkover and Ryan Rebman**





# Revision of HOA Documents

- VII. The Rules and Regulations are not being reviewed at this time.**
- VIII. The committee has completed a preliminary review of the Bylaws and the Declaration of Covenants and Restrictions**
- IX. The Associations attorney provided suggestions for preliminary changes to the documents based on standards for single family homeowners associations, and will continue to review proposed changes by the rewrite committee and Board to ensure compliance.**



# Revision of HOA Documents

- X. The Revision Committee has had three meetings.**
- **First meeting: General discussion between all members to gain understanding for the review, and discuss specific sections that they felt needed to be revised in the documents. Homeowner input was reviewed as well, that was provided to the Committee Members.**
  - **Second meeting: Line by line review of the Bylaws.**
  - **Third meeting: Line by line review of the Declaration.**
- XI. This is an ongoing process which will not be complete until fall.**





# Revision of HOA Documents

- XII. If you would like a current DRAFT copy of the proposed changes to the Bylaws and Declaration, please submit a request to:  
[melanie@compassmanagement.com](mailto:melanie@compassmanagement.com)**
- XIII. An email address for the Committee has been established, in which homeowners can provide further suggestions, questions or comments to the documents. The email address is:  
[hunterscresthoa@compassmanagement.com](mailto:hunterscresthoa@compassmanagement.com)**
- XIV. A Special Meeting of the homeowners will be called at a later time to review the proposed revised documents, in which the homeowners will vote on.**



# Revision of HOA Documents

## Revision Committee

### HOA Board

**Jamie Heins**

**Katie Pennington**

**Bill Vit**

**Roger von Holtz**

### Homeowners

**Alex Doty**

**Paul Penzkover**

**Beth Peterson**

**Ryan Rebman**

**Danny Schmidt**



# **Homeowner Comments or Concerns**

**Please limit each comment to 3 minutes.**

**Please be courteous to fellow Homeowners, Board Members and Management.**



# **Adjournment**