



Board Meeting

February 21st, 2018 at 7:00PM

Liberty Lake City Hall – 22710 E Country Vista Dr

The meeting was called to order at 7:03PM

I. Introductions

a. Board of Directors

- i. Present: Scott Kingsford, John Mellick, Charlie Matthews, Wayne Durnin, Mark Saba, Darin Morgan**
- ii. Absent: Don Toombs, Richard Haugen, Anthony Frei**

A quorum is established.

b. WEB Properties, Inc.

- i. Present: Bill Butler and John Schumaker**

c. Homeowners / Guests

- i. 10 homeowners were present**

II. Officer Elections

Scott Kingsford volunteered to continue serving as President of the Meadowwood HOA. Charlie Matthews motioned to elect Scott as the President. Wayne Durnin seconded the motion. The motion passed unanimously.

Richard Haugen volunteered to serve as the Vice President of the Meadowwood HOA. John Mellick motioned to elect Richard as the Vice President. Darin Morgan seconded the motion. The motion passed unanimously.

Darin Morgan volunteered to serve as the Secretary of the Meadowwood HOA. Charlie Matthews motioned to elect Darin as the Secretary. Mark Saba seconded the motion. The motion passed unanimously.

John Mellick volunteered to serve as Treasurer of the Meadowwood HOA. Mark Saba motioned to elect John as the Treasurer. Darin Morgan seconded the motion. The motion passed unanimously.

III. December 15th Board Meeting Minutes have been approved via email

IV. Financial Update by WEB Properties, Inc. through January 2018 (as of 2/21/18)



MEADOWWOOD

Your Home At Liberty Lake

John Schumaker provided a brief review of the financials for Meadowwood and the sub-associations. Scott Kingsford requested to add information about the current year Reserve Study items that are projected to be completed for each HOA to add further insight on how the funds in the Reserve Account are utilized. Scott also asked for a summary of expenses for Meadowwood HOA for January 2018 and Bill Butler provided a general overview.

V. Old Business

a. Lawsuit Update for 1400 N Oakland Rd

Update from the HOA attorney:

“We filed and served the Summons and Complaint. The resident has responded denying that we obtained service and has been attempting to offer a reduced payment for the arrearage. That is, they have offered \$3000.00 to clear up the past due balance which is what the suit is about. The suit seeks \$10,800 plus costs and fees. This latest offer is reduced further from their last offer but she claims all kinds of hardship: job loss, cancer, disability etc. I understand that they are now making payments on current assessments. We are scheduling this matter for further hearing but at this moment we do not have a definite date.”

The attorney requested to know if the offer of \$3,000.00 is acceptable to the Board, and if not, do they have a counter offer. Scott requested a breakdown of the amounts owing by transaction type for the Board to review. Management will compile the breakdown and send to the Board.

b. Delinquency Review

Scott Kingsford and Bill Butler discussed the review of delinquencies prior to the meeting and will continue to discuss the topic further after the meeting.

VI. New Business

a. Resident Online Access Portal - Update

Bill Butler spoke about the current portal sign-up statistics for Meadowwood and the sub-associations. Management has now posted a Frequently Asked Questions and Step-by-Step Instructions document on the homepage of their website to assist homeowners in completing the process. Charlie Matthews spoke about the sign-up process for the portal being very easy and the reasons why he pays all of his bills online. Scott Kingsford spoke about the benefit of the portal to the HOA with money being saved through the elimination of mailing costs. Bill Butler spoke about upcoming portal benefits for the Board that includes all invoices being digitized and available for review. As well, he stated that no check charges have been instituted at this time, and that management will be meeting with the Board after June 2018 to discuss the small number of homeowners that have not signed up for the portal and the circumstances involved, such as not owning a computer, online security fears, etc.



MEADOWWOOD
Your Home At Liberty Lake

VII. Open Forum

A homeowner discussed a city council proposition that would allow recreational vehicles to be parked at a home for 72 hours and wanted to make sure that the Board was aware, as the current HOA rule for recreational vehicle parking is no more than 48 hours. The city rule would supersede the HOA rule. As well, the homeowner discussed his displeasure with the increase in HOA Dues for Rocky Hill that began in 2018. Scott Kingsford and John Schumaker discussed the factors involved in the decision to increase HOA Dues.

A few homeowners asked about enforcement of the CC&Rs and Rules and Regulations. John Schumaker spoke about the process in place, in which management tours the community once a week to inspect for any violations. When a violation is first noticed, it goes into a “watch” status, and only after the violation is noticed for consecutive weeks does a homeowner receive a letter. One homeowner provided information regarding a neighbor that has been storing furniture and other items on their front porch. Management noted the information and will be reviewing the property on their next tour of the community.

A homeowner stated that they have issues with the level of service that is being provided in Grayhawk. As well, they requested to know more information about what their HOA Dues are going towards. Scott Kingsford spoke briefly about the services that are provided to homeowners in Grayhawk and asked that the homeowner send an email through the HOA website so that all of his questions can be addressed.

A homeowner asked about the replacement of dead trees along E Mission Ave. Scott Kingsford and John Schumaker spoke about the plan for new trees to be planted beginning in the spring of this year. The HOA will be planting trees that are between 2 - 3” caliper and will try to fund the project as much as possible based on the budget.

A homeowner stated that they were not happy about the letter that was sent by WEB Properties in December 2017 about the transition to the Resident Online Access portal and that they would continue to send payment for their HOA Dues by check. As well, they stated that they were not happy with the landscaping service provided by Senske in 2017.

A few homeowners asked about oversight of the vendors hired to service the HOAs. Scott Kingsford discussed the methods of oversight, which are (1) vendors have an operations manager on-site at the beginning of each season to ensure that the scope of work is being followed, (2) vendors are worked with closely by management and in some cases the Board, and (3) then when issues arise homeowners can email the Board or call WEB Properties to make a report. The vendor will then be contacted to address the situation.

VIII. Adjournment

The meeting was adjourned at 8:42PM