



Board of Directors Meeting

June 20, 2018 at 7:00PM

Liberty Lake City Hall – 22710 E Country Vista Dr.

Meeting come to order: 1900

I. Introductions

a. Board of Directors

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

b. WEB Properties Inc

c. Homeowners / Guests

Mike Kennedy

Randel Staples

Robert

Jacky

II. Establish a Quorum: Yes

III. Meeting Minutes: April 2018 - Approved via email and posted to the website

IV. Financial Update by WEB Properties Inc

a. Meadowwood

- i. Income – \$172,339.05 Actual, \$155,060.00 Budgeted, Variance \$17,279.05
- ii. Expenses – \$82,970.03 Actual, \$89,752.00 Budgeted, Variance -\$6,781.97 over
- iii. Account Balances –
 1. Operating Account - \$125,170.41
 2. Reserve Account - \$16,699.71
 3. Savings Account - \$1,098.18
 4. Total - \$143,254.32

b. Garden Ridge

- i. Income - \$42,526.53 Actual, \$37,900.00 Budgeted, Variance \$4,626.53
- ii. Expenses – \$9,997.46 Actual, \$24,007.00 Budgeted, Variance -\$14,009.54
- iii. Account Balances –
 1. Operating Account - \$42,434.68
 2. Reserve Account - \$12,791.84
 3. Savings Account - \$30,129.04
 4. Total - \$85,355.56

c. Grayhawk

- i. Income – \$9,494.30 Actual, \$8,960.00 Budgeted, Variance \$534.30
- ii. Expenses – \$2,777.22 Actual, \$4,668.00 Budgeted, Variance -\$1,890.78
- iii. Account Balances –
 1. Operating Account - \$16,790.84
 2. Reserve Account - \$10,352.97
 3. Savings Account - \$4,611.77
 4. Total - \$31,755.58

d. Rocky Hill

- i. Income – \$32,259.32 Actual, \$33,930.00 Budgeted, Variance -\$678.92
- ii. Expenses – \$6,869.14 Actual, \$18,269.00 Budgeted, Variance -\$11,399.86
- iii. Account Balances –
 1. Operating Account - \$19,302.40
 2. Reserve Account - \$3,051.19
 3. Savings Account - \$88.85
 4. Total - \$22,442.44

All invoiced variance due to bills not yet paid.

Guest Comments (Open Discussion):

Guest Question: Bob inquired about Rocky Hill North. 327 lots are being built Rocky Hill North. Are they part of HOA and if not why? Can you put them on the rolls? Are all the new homes in rolls? Wants to make sure each address pays same dues.

Scott: Rocky Hill up to Stone Hill will be part of Meadowood Assoc. As far as board knows they are in the HOA and are being assessed appropriately, based on services for the specific location.

WEB: Sold as Meadowood HOA homes and small portion are in the Cottages. Depending on how it was zoned. 16 total cottages. Rocky Hill cottages are the only ones who receive additional services and are being assessed with the associated fees.

Developer is responsible for any name changes.

Guest Question: Only two ways to pay dues if through WEB. The next is to pay a check and there would be a fee? Is 4 degrees going to charge fee?

Answer: 4 Degrees is currently not charging an additional fee for check payments and at this time do not foresee an additional charge for checks in the future.

WEB: Fees were not going to be charged unless approved through board.

Guest Question: Can I withdraw from portal account?

4 Degrees will also have an online portal. Every owner will receive an email in order to set up an Account through 4 degrees. If they have email they will receive information on how to set up. Web portal will be shut down today.

Guest Question: Will third quarter dues being taken out early?

WEB: Depending on how the portal was set up determines the way the withdraws were done. Not sure how they were set up.

Discussion topic: Landscaping company (Clearwater) is doing a great job.

Guest complained about Boone not being covered very well by the school on the north side and WEB was contacted about the information. Darren from Clearwater stated they reduced the level of watering to fix the watering issue. Grass on Boone was 8 inches high. (Guest) They are not doing well on Boone, doesn't look good on a regular basis.

Most areas are being seen as doing well. HOA will ensure to address Clearwater to ensure equal coverage for all areas.

Owner Question: Is there anyway HOA can pressure City to fix weeds near the school. Asked to speak to City Counsel and brought to the attention of two members of City Counsel within the guest.

Discussion topic: Send email about blue house to address the issue. HOA has spoken with ARC to see if anything will be address. Approval was granted after the house was started to be painted.

ARC spoke about possibly having the owner fix the garage doors to try and reduce the amount of blue in the home.

Earth tones are being considered as a possible solution and discussions will continue to see what is reasonable.

V. Old Business

a. Delinquency Review

WEB reviewed the delinquency and updated the Board on the possible foreclosure proceedings on the home on Samantha. Payment being made on several delinquencies and foreclosure proceedings are being addressed on home on Samantha. Yard issues due to death in the family, further discussions will be had about the issue.

b. Review 2018 Reserve Study Projected Expenditures

Scott talked with the board about the projects recommended for the Reserve Study. Mailbox replacement is being discussed as part of the reserve study. Postal service has not been addressed directly but there was a regulation change within the system. New or major remodel will require new boxes, but no references as to any requirements for older cluster boxes being changed as long as they function. Bids are being addressed for painting and minor or major repairs on current boxes. 109 in entire community. Rates TBD on fixes. WEB: two other HOA's have changed boxes recently and they may require an update based on if they want new boxes. No issues have been brought up at this point. Monument lighting was approved via email.

Fence panel, at The Cottages, needs to be replaced.

- Motion to repair and a second was received to fix the fence. Approval granted for the fence repair.

Discussion on street repairs and who receives the bid.

Garden Ridge discussed as needing street repair. Bids need to be completed prior to board approval.

Crack fill and seal will be addressed for each area separately. Bids to follow on each area. Gray Hawk Monument needs repair and bids for repair are being obtained. Three different companies are looking at the monuments for bids. Those are coming in email form for further discussion/approval.

c. Monument Lighting update

Scott explained to the Board why the bid at Grayhawk is so much more expensive than at Garden Ridge and Meadowwood. Meadowwood has been awarded to Abacus. LED lights are being installed along with new grass and cleaning up the area.

Grey Hawk monument discussion about lighting and work required. LED lights are being considered and discussion took place about if they needed to have lights. Discussed other projects that need repairs within the same area with trees and fencing materials. Discussed the amount of repairs that are required for Grey Hawk. Discussed the need for additional infrastructure for everything required.

Cottages discussion for lighting required. Landscaping also required.

- Motion for Abacus for lighting on the Cottages and a second was given. Further discussion on cost and maintenance. Up to 1000 for additional cost.

Electrical repair: Charles is opposed to repair, all others voted to have repairs done on electrical for Cottages.

Motion made to approve bid up to 1000 to finish Cottages landscaping and 1500 on Gray Hawk. Discussion on whether or not to approve 1500 on Gray Hawk. Second was received for that motion for up to 2500 for both projects. All approved through a vote for the landscaping.

Garden Ridge: Discussed landscaping on Garden Ridge. Photos will follow on email to discuss fixing or trimming the bushes back. Each member will look to determine level of repairs required. Tree also blew over in Garden Ridge. Clearwater is working on putting the tree back up. Rocky hill had a tree up rooted as well.

Gray Hawk Electrical and maintenance cost will be sent out VIA email.

d. Mission Ave Tree project bid update

Board discussed if they want to do the full project all at once or in stages over the next two years. City let the HOA know that trees are dying along Mission Ave. Discussed how to repair and cost for overall project. \$10,000 for overall cost to repair trees and City is saying it needs to be completed.

- Motion to complete project over two years with \$5000 being paid each year out of budget and second received by Rich. All approved for project to be completed over two years.

e. Eagle Scout Bench project update

Scott updated the Board, the pads are in for the three benches they will be putting in the community. Benches are going to be completed over the next two weeks.

f. Trail improvement presentation

Scott talked to the Board about the bids he received and the Board discussed if they want to move farther forward with the project. Discussed paving the area near Molter and Ormond. Over 225 feet of pavement needed to complete project. \$12,500 for overall project to be completed.

g. Reserve Funding Percentage Discussion

Discussed reserve study and how that is being funded at 100% to avoid special assessments.

h. Project Tracker Review

Scott & Bridgett went over the current projects and how they are progressing at this time. Letters are being sent out to homeowners in order to have repairs made on existing maintenance on fencing. Painting discussed for all fences needing paint. Three year cycle for painting discussed to ensure each fence is maintained properly. Overall cost will increase over the next couple years. Gray Hawk email will be sent out for costs. Fencing will be a part of the email.

VI. New Business

a. Transition to 4 Degrees

Scott discussed the stages of the transition to 4 Degrees. He also noted that while WEB was not required to provide Excel formatted information, they did so. This was helpful in making the transition smoother and he thanked WEB for that. WEB turned off the portal at 1500 hours to generate reports for 4 degrees. 4 degrees will be up and running by Friday 22nd of June. Thanks was offered to WEB for service provided. All material will be transferred over to 4 Degrees as well as Board President. Billing Cycle discussed as a part of the transition from WEB to 4 Degrees.

b. Trees and bushes at entrance to Garden Ridge

c. Tree treatment for 2018 pest prevention

Bids discussed on several trees. Jet Green offered to treat trees at 25 Dollars per tree for each treatment.

VII. Open Forum

VIII. Adjournment: 2103 hours