



Board of Directors Meeting Minutes

August 15, 2018 7pm

Meeting Commenced: 19:02 (7:02 pm)

- Introductions
 - Board of Directors (6 members present)
 - Members in attendance: Scott Kingsford, Charlie Matthews, Don Toombs, Richard Haugen, Wayne Durnin, Mark Saba
 - Board members absent: Darrin Morgan, Anthony Frei, John Mellick
 - 4 Degrees
 - Representatives present: Joel Tampien, Monique Stark
 - Homeowners/Guests
 - 9 guests present
 - Homeowners/Guests Questions and Concerns:
 - Mission / Maxwell project
 - Malvern road concerns (trees and sidewalks)
 - Horrible cherry plum trees
 - Are we supposed to report vehicles to the city or to HOA
 - To the City of Liberty Lake . The HOA is also willing to help where applicable.
 - Stop sign at blind intersection
 - It is upon the city, dennis scott, to make this decision. Owner should send an email to the city informing them of the issue.
 - Tree Trimming on Common Area as well as individual properties.
 - Green Leaf is under contract to do tree trimming on boone. Waiting for their schedule to open up. Notice will be sent to owners who need to maintain their trees. If owner is gone or unable to schedule trimming on their own, green leaf will take care of the task and bill back to homeowner. Greenleaf is able to pass on the HOA price to the owners who need trimming. Letter will be sent out referencing price and city ordinance.
 - How old are the trees?
 - Oldest are 25 ish years old.
 - Discussion about increasing quarterly assessment in 2019 for Garden Ridge


MEADOWWOOD
Your Home At Liberty Lake

- Board will look at a final budget in October and determine the expenses for 2019. This will directly correlate to what income is needed and will determine the 2019 assessment.
- Garden Ridge lawn has some brown spots.
 - Trees need to be trimmed for the water to get to the entire yard. Clearwater is addressing this as well as the concern regarding chinch bugs.
 - Sidewalks: City has a crew to grind the sidewalks below a certain limit. Yellow = city ; Red = independant contractor. It is a responsibility of the homeowner to take care of sidewalk. Options to replace trees next to sidewalk?? The HOA is looking to different options for Red trees. Can an owner cut roots themselves? Arborist are giving the guidance that it will kill the tree. No less than a 2 inch caliper to replace current tree.
- Determine if Quorum has been established
 - Quorum established
- Prior meeting minutes approval
 - Approved via email
- Financial Review
 - Meadowwood
 - July Income: \$101511
 - July Expenses: \$27548
 - Account Balances
 - Operating: \$159949
 - Savings: \$1095
 - Reserves: \$19741
 - Garden Ridge
 - July Income: \$17284
 - July Expenses: \$7261
 - Account Balances
 - Operating: \$44879
 - Savings: \$30139
 - Reserves: \$14393
 - Gray Hawk
 - July Income: \$4077
 - July Expenses: \$725
 - Account Balances
 - Operating: \$17501

- Savings: \$4613
- Reserves: \$11354
- Rocky Hill
 - July Income: \$14401
 - July Expenses: \$5358
 - Account Balances
 - Operating: \$19925
 - Savings: \$82
 - Reserves: \$3165
- GENERAL QUESTION: The current collection plus delinquencies should equal the total amount. It would be more complicated to try to create a report that portrays this data.
- Old Business
 - Delinquency Review
 - Lien information and discussion with Attorney (Chris Tingey) came on line at 1943 (7:43pm).
 - Q 1: What are the best ways to collect on money owed? Money Judgement (cost), going into foreclosure on the house.
Attorney answer: I would definitely have liens filed. On top of that I would proceed with individual law suites. Preferred over foreclosures. Cleaner, simpler, most effective method. Foreclosure is the final option.
Notices - law suite - personal obligation -
We already know that a lien is \$200
Cost to file a lawsuit (\$1,500 - \$2,000) if not challenged.
 - At what amount of delinquency should you take action? \$300 turnover. Don't let it go longer than a year in delinquency. Tough to justify such a large cost sometimes, however all legal costs can be passed on to the delinquent owner.
 - Scott : super appreciate of Chris taking time. First time the board has ever had an attorney call in for the meeting discussion.
 - Action item: produce list of homes on which to place a lien. Break out the amount owed to have better understanding of assessments, late fees and interest amounts.
 - Project Tracker Review

- Mailbox replacements (just painting and maintenance). We do not have to replace “just because”.
- Reserve study will change and 4 Degrees is working to prepare.
- Crack seal (\$4k) Will be in maintenance plan for 2020.
- Garden ridge landscaping scheduled for 27 August. Blue spruce coming out. Burning bushes coming out. Trim red trees.
Homeowner proposed: concrete curbing put around his house and the other side.
 - Will be discussed at October meeting.
- Clearwater looking at the sink hole in Five Finger Park as well as the broken sprinkler
- Monument Lighting update
 - Monument lighting has been done in the HOA. City did landscaping, we did electrical. Would like to spend \$1400 in Grayhawk for electrical.
 - **Motion, second and passed unanimously: Move forward with electrical in Gray Hawk.**
- Mission Tree project update
 - 1st half scheduled in Fall 2018; Second Half scheduled Spring 2019.
- Landscape project updates (Garden Ridge, Cottages, Gray Hawk)
- New Business
 - Making financials available to owners- Should the association charge for this service?
 - There have been 2-3 requests in the past month. Discussion on materials and cost for time.
 - **MOTION Paul SECOND by wayne and passed UNANIMOUSLY: The Association will charge \$15 for reports sent email and \$25 for hard copy reports.**
 - **4 Degrees will also make 5-10 hard copy financial statements available at each board meeting for owners to pick up free of charge. (Starting in October)**
 - Compliance Discussion-
 - Tour Report overview
 - Main violations is garbage cans, RV, boats, Signs
 - City will be cracking down on street parking
 - Signs: What signs should be approved and allowed? Timeframe? Monthly Awareness signs?

**MOTION, seconded and passed (4 in favor, 1 opposed):
Keep the current structure (state law and governing documents)**

- Garbage Cans
 - Cans must be out of sight from street at all angles.
- Fine waiver requests
- Some owners have asked for fines to be waived.

**MOTION, seconded and passed unanimously:
Waive fee and allow time for fence to be built
(24459 Autumn Crossing)**

- **MOTION, seconded and passed unanimously:
Waive fees for the properties listed with the contingency that the issue is resolved and will not be repeated.
(24233 Desmet, 24311 Maxwell, 1310 Simpson)**
- **Motion, seconded and passed unanimously:
Waive fees of \$80 as account has been brought current and the owner has set up autopay. (23129 Settler Dr.)**

- 25000 Reston Backyard- Retaining wall
 - Is the swale going to lose any integrity of its operation? Tight timeline. Wanting to do this by Friday. (Dennis Scott) Scott is going to city hall to talk with Dennis. Need to get an easement. Byron Masterson 509-868-4278
 - **MOTION, seconded and approved unanimously:**
 - **25000 Reston: owner request to building retaining wall 3 feet into common are swale with the condition of the city engineer approving the encroachment as well as something being entered into the deed of the property stating that the owner is responsible for the maintenance of the wall.**

- 2019 Budget Process
 - Monique gave overview of how the 4 Degrees budget schedule.
 - 4 Degrees will consider reserve study when creating the budget. Full reserves study was done last in 2017.
- Open Discussion
 - WACIOA Discussion: Board decisions can be made via email as long as they are ratified in the next meeting minutes. It is encouraged to handle as



much business as possible during meetings and only make pressing time sensitive decisions via email.

- Email Decisions made since last meeting
 - Meeting minutes approved via email
 - Multi-year painting contract approved via email
 - One fine waiver for 1426 oakland approved via email
- Meeting Adjourned: 21:10 (9:10pm)