



Board of Directors Meeting Minutes
Liberty Lake City Hall- 22710 E Country Vista Dr.
October 17, 2018 7pm

Called to order: 1900

Board Members in Attendance: Scott Kingsford, Wayne Durnin, Darin Morgan, Charlie Matthews, Anthony Frei, Mark Saba, Don Toombs

Board Members Absent: John Mellick, Richard Haugen

Introduction of members and community personnel in attendance: The following HOA areas had homeowners in attendance- Settler, Oakland, Garry, Autumn Crossing, Sawgrass Lane, Desmet, Maxwell, Tanglewood Ln, Pinehurst Lane, Homestead Dr.

Issues to Board:

Owner Concern -Tree Trimming: submitted proposal, HOA sign green leaf to do all the trees, not just city. Wants to determine cost for doing so. Has printed photos. No budget for tree trimming but money being spent.

Board Response- Scott had meeting with the city to discuss trimming. Part of the assessments go towards maintenance of trees in the common areas. Homeowners need to maintain the trees on their property. The City of Liberty Lake has an ordinance in place for safety. HOA is not trimming on private property but may revisit at a later date with the city.

Owner Concern- Enforcement regarding Christmas lights

Board Response- Holiday decorations up can go up both 45 days before the holiday and must be removed 45 days after the holiday. Rule specifics are listed in the rules and regulations.

Owner Concern - Mountain ash trees

Board Response – HOA common area trees were sprayed and the deep water treatment will be done in the spring. Any homeowner can contact Jet Green to have their trees treated at the same \$25, per tree, rate.

Owner Concern: Homeowner upset about fine that was paid, but was concerned about why he received the fine in the first place.

Board Response - This situation is on the Agenda and will be discussed at that time.

Owner Concerned - Cracked and sealed driveway, water is coming into drain of homeowner.

Board Response - Private HOA roads will be assessed in 2019 to determine requirement and costs.



Prior Meeting Minutes Approval

Minutes were approved via email and have been posted to the website.

Financial Review

Meadowwood:

Operating: \$119863

Savings: \$1095

Reserves Account: \$19751

Garden Ridge:

Operating: \$32005

Savings: \$30158

Reserves Account: \$14400

Grayhawk:

Operating: \$16053

Savings: \$4614

Reserves Account: \$11359

Rocky Hill:

Operating: \$12904

Savings: \$82

Reserves Account: \$12904

OLD BUSINESS

Delinquency Review

Lien information and discussion:

There are a few liens needing to be updated. 4 Degrees will work with the lawyer on these updates.

Discussed structure for placing new liens on properties. Discussed three months old or three thousand dollars be the numbers to set for delinquencies.

Motion:

Refile Liens when amount owed has doubled File new lien when balance reaches \$1000 or 2 years past due. Whichever one comes first.

File a money judgement when the amount to file is 25% of amount owed.

Motion, seconded and passed.



2018 Project Tracker Review

Tree replacement: First half was to be completed Fall 2018. Due to shortage of trees it may need to be pushed back a bit.

Fence painting is complete. List of homes with completed repairs was provided to 4 degrees. Homeowners will be billed accordingly.

Trip hazards are a 25 % done checking at this point. City is able to grind small trip hazards. Larger trip hazards will need to be addressed by the property owner.

Monument lighting at Grayhawk not yet complete. Grayhawk monument is being repaired.

Mailboxes: Collecting bids on mailbox replacement/maintenance. Will collect two bids if they are within 10 percent of each other, the best party to perform service will be selected from those 2 bids.

Street cracks: Collecting bids.

Park equipment: Looking into repairs.

Five fingers park bid is in, waiting on response from vendor regarding scheduling.

NEW BUSINESS

2019 Budget review

Funding reserve study may change due to a lesser cost in mailbox replacement. Discussed keeping the reserve study funded at 100 %. Each reserve study will cost approx. \$2000. Next study due in 2020.

What is an administrative expense/Office supplies and postage? Discussed by 4 degrees (Statements, mailings, additional meetings)

Street maintenance and snow removal: HOA coordinates snow removal service on all the private streets and alleyways.

Motion to adopt the budget: Mark made motion, second was received by Don.

Unanimous vote to approve. Richard voted to adopt by proxy.

Budget Ratification

Will take place at the annual members meeting in November.

Compliance Discussion

Tour Report Overview - management report showed amount of letters being sent weekly.

There have been concerns regarding RV/Boat schedule for violation letters. The following schedule will be followed going forward:

1st week - observe violation



2nd week - first courtesy letter goes out

3rd week - second courtesy letter goes out stating the first fine will be assessed with the next letter

4th week – third letter is sent via certified mail. This letter has a fine attached.

There have been concerns with enforcement of the rules and questions on whether the rules have changed:

There has been no change to the way the governing documents are written, just the way it has been enforced. The previous management company was not using the process outlined in the governing documents. Habitual parking is listed in the CCR's as well as the rules and regulations. Language hasn't changed, the amount of enforcement has increased under new company.

Parking concerns for public streets: City enforcement is triggered at 72 hours. Vehicles being parked on public street longer than specified time should be reported to the City of Liberty Lake.

RV parking discussion: Owner was present to discuss his specific situation. RV was parked in the driveway for 3 weeks in a row. He did not feel there was a violation as it moved each weekend. 4 Degrees would not waive the fine without board approval.

Parking issues are a consistent issue within Meadowwood. The Board has received many complaints about the RV's in each meeting. Board determined that a criteria will be established to allow Management Company waive certain types of fines in certain situations. New template should also be established to change the wording for non-violators.

Community tours are performed weekly by the management company on randomly selected days.

Garbage Cans

There have been concerns regarding can placement as owners were not cited by previous management company. The governing documents state that garbage cans must be completely screened from view of the street at any angle.

Flags and signs/displaying them in windows

No signs shall be displayed to the public view on any lot. Scott will review the sign issue with the City and, if needed, will discuss the issue with an attorney to determine specific verbiage and to get a legal definition of signage.

Fine waiver requests

List was reviewed by the Board of Directors and determinations were made on each request.

Governing Document Review Options

Governing documents should be reviewed periodically to determine if revisions should be made. 4 Degrees will look into options to have the current governing documents reviewed by a Lawyer to help guide the Board.



Tree replacement/Sidewalks: There is a new list of trees that are approved through the city. Must get the permission from the ARC with the specific tree that has been approved for the area you live in.

Board of Directors approved items via Email: 8/15 meeting minutes

Fine waiver request home on Ormond - Garbage can compliance

Annual meeting discussion and schedule was discussed. Annual meeting will take place on November 15th.

Adjournment: 2140