



Board of Directors Meeting Minutes:

April 17, 2019

Called to order at 19:00

- **Roll Call & Proxy Count to establish a Director Quorum**
 - Board Members Present (8): Scott Kingsford, Jacob Anderson, Mark Saba, John Mellick, Darin Morgan, Charlie Matthews, Don Toombs, Richard Haugen.
 - Absent (1): Wayne Durnin
- **HOA Members in attendance:** Laura Reis, Holly Woodruff, Marcia Binder, Rick Trom, Wyatt Dyer (Boy Scouts of America), Natalie Merrill
- **Homeowners in attendance presented concerns to Directors:**
 - No concerns were raised at that time.
- **Financial Review-** No Budget questions from the Directors or owners.
 - Rocky Hill
 - Reserves: \$5,873.91
 - Savings: \$83.05
 - Operating: \$36812.95
 - Gray Hawk:
 - Reserves: \$13,050.63
 - Savings: \$4,622.79
 - Operating: \$22,545.44
 - Garden Ridge:
 - Reserves: \$17,131.15
 - Savings: \$30,250.53
 - Operating: \$56,284.31
 - Meadowwood:
 - Reserves: \$25,874.35
 - Savings: \$1097.80
 - Operating: \$134,484.09
 - Upon Completion of the review, the Board asked management company to prepare a projected amount for snow removal for the 2019-2020 season. Budget work will begin in August for the 2020 budget.
- **Delinquency Review:**
 - 2220 N Country Vista- Board agreed to let homeowner make monthly payments toward balance, as long as it is paid within 30 months. Would waive all interest and late fees, if done so. Homeowner must stay current using the 12-month rule. Mark made the first motion to waive fines, using the formula provided. Charlie seconded the motion, and it was passed unanimously.

- 510 N Garry- Board agreed to waive fines and let homeowner make monthly payments toward balance. Homeowner must stay current using the 12-month rule. Motion was made by Richard to waive fines and move forward; Darin seconded the motion and it was passed unanimously.
- 825 N Garry- Board agreed to waive fines for violations, homeowner has fixed the issues and has had no violations since then. Homeowner must stay current using the 12-month rule. Motion to waive fines was made by Jacob, seconded by Mark and it was passed unanimously.
- 1311 N Mitchel Rd.- Board agreed to waive fines for violations, homeowner has fixed the issues and had no violations since then. Homeowner must stay current using the 12-month rule. Motion to waive fines was made by Darin; seconded by Jacob and passed unanimously.
- 1313 N Samantha- Board is having management company work with the lawyer to review the balances owed, RCW's that are applicable to this situation and find a resolution. Board did not want to let new owner pay \$120 in assessments alone. Moving forward with legal review as motion to approve funds for lawyer was made by Don; seconded by John and it was passed unanimously
- Board decided to move forward with liens on properties that have not responded to the requests to rectify their accounts, beginning May 1, 2019. Motion was made by Charlie to proceed with the lien filings, it was seconded by Darin. The motion to proceed was passed unanimously
- Management company is working with Lawyer retained by Board of Directors to determine the cost of the Intent to Lien letters.
- Amount that triggers letters was clarified by Board members at \$1,000 in outstanding balances.

- **Late Fees Waived Via Email:**

- 23037 E Broadway Ave
- 24310 E Pinehurst Ln

- **New Business -**

- Maintenance and repairs to mailboxes will take place throughout spring by 4 Degrees
- Trip hazards- Inspection by 4 Degrees, to be completed ASAP.
- Tour Report Overview- Sending out notices regarding fence paint and house paint
- 4 Degrees is obtaining quotes for reserve study & audit. Will provide once they are received.
- Gifting the city of Liberty Lake parcels of land owned by the association- Jacob suggested 99-year lease to the city, this is being reviewed by lawyer.
- Mission Tree Replacement Project- Working with Greenleaf and city of Liberty Lake to determine placement and type of new trees.

- **Snow Plow Contract/Concerns-**

- Sub-committee was formed to review the scope of work, contracts, damages and complaints from homeowners regarding C&C Yard Care during the 2019-2019 snow removal season. Committee Chair is Don Toombs and includes Directors John Mellick & Charles Matthews.

- **Management Contract Review-**

- 4 Degrees management contract expires July 1. The Board was presented with a 3-year contract that did not contain any changes to the scope of work or management fee. Board asked to review the current/new contracts and might form a sub-committee to collect bids after the review.

- **Items Previously Approved Via Email:**

- 2/21/2019- By-Laws updates

- **Open Discussion-**

- Family looking to have memorial bench installed in Little Bear Park. Board asked to have information sent on type of bench and what will be on the sign.
- Mark suggested having Boy Scouts who installed the benches previously recognized for their work. He will be gathering the information and bringing back to Board.
- Charlie raised concerns about low mulch in Five Fingers Park, potential trip hazard. Management company is going to determine what type of material is currently being used and the cost to replace.
- Homeowner at 712 N Homestead raised concerns about a previously addressed fine that they were given. Board had already waived 50% of the fines. The Board reviewed the situation again with the homeowner and determined that the fines will remain on the owners account as ample opportunities to correct the violation were given. Motion to remove all fines was made by Jacob; Charlie seconded the motion. Voting was held and concluded with 3 for removing the fines and 4 against. Removing the fines did not pass and they will remain the owner's responsibility.

Meeting was adjourned at 21:30