

Board of Directors Meeting Minutes

7:00pm on October 15, 2025 via Zoom and in-person @ Noll Center

IN ATTENDANCE

HOA Directors Vicky Makussen and Diane Grecco

Rockwood Property Management (RPM) – Tisha Goodman and Gil Pierce

Homeowners – 9 Mike Kenedy, Linda Ball, Maryanne Mack, Marsha Bender, Susan Boyle, John Malik, John Nagel, Rod and Irene Holbrook

Online attendees using Zoom: Ashley Barker (board member) and Cody Koppenstein (board member)

CALL TO ORDER

The meeting was called to order by Vicky at 7:00 pm.

ITEMS APPROVED BY EMAIL

June 18th minutes were approved and posted.

Approved two contractors to do the maintenance for the Garden Ridge fence.

Removal of the violation for homeowner's van, which met the definition of a passenger vehicle per the bylaws.

Removal of a violation related to a homeowner's trash can violation due to work being completed by a contractor.

EXECUTIVE SESSION

A motion was made to call an executive session to discuss fee waivers by Vicky Markussen at 7:07pm, the second was made by Diane Grecco, the vote was unanimous.

A motion was made to close the executive session and open the board meeting by Vicky Markussen at 7:29pm, the second was made by Diane Grecco and the vote was unanimous.

Gil provided an update on why the executive session was called. He then read off the following account numbers that were discussed and the Board made the following motions related to each account:

1. Account Number 106414360 – Motion was made and seconded to send this account to third party collections. It was approved unanimously.
2. Account Number 106404770 – Motion was made and seconded that no additional late fees would be waived. It was approved unanimously.
3. Account Number 106405680 – Motion was made and seconded that late fees would be waived. It was approved unanimously.
4. Account Number 106401130 – Motion was made and seconded that no additional late fees would be waived. It was approved unanimously.
5. Account Number 106400820 – Motion was made and seconded to waive the \$100 maintenance violation fee, but not to waive the \$300 landscaping violation fee. It was approved unanimously.
6. Account Number 106413030 – Motion was made and seconded to waive the \$100 maintenance violation fee and it was approved unanimously.
7. Account Number 106404180 – This account was discussed in executive session but no motion was made in consideration of waiving late fees as the dues are not paid in full.

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FINANCIAL REPORT-Gil

The annual budget packet was mailed out.

Income is below budget due to the timing of payments from homeowners compared to the budget. The number of accounts in collections is improving. Total income will be decided in December when we see who all prepays for their assessment similar to last year. Expenses as a whole are running under budget for all three service areas, Main, Garden Ridge and Townhome Cottages. The Quarterly financial reports will be posted to the website once the Board has reviewed and approved. All financials can be found at: <https://meadowwoodhoa.com/financials/>

COMMITTEE REPORTS

CC&R Report: Diane

The committee has completed their task and their recommendations were sent to the board. Feedback was requested via a post on the website. Only one person responded and recommend they leave them as they are. We need 67% of the community to vote to change the CC&R's. We would need to hire an attorney to make any approved changes to the CC&Rs as this is a complicated process.

The ARC committee controls the Architectural Review Rules. These rules relate to changes a member plan to do to the exterior of their home and/or landscaping changes. Changes to these rules can only be made by the ARC committee. Next steps would be to post the document to the website so it is available to the homeowners.

Financial: John

Nothing to report.

Landscape: Rod

For the final mow he requested that Clearwater lower their blades as low as possible.

Vicky and Rod will look at a comparable HOA with a different mowing company the week of the 20th to see if we want to consider changing landscape companies.

Barlett Tree Experts did a great job planting the trees. The crew was professional and answered homeowner's questions. Jeremy, from Barlett, walked around and looked at the plantings and spoke with homeowners as well. There is a house on Tanglewood that does not have any house numbers.

Vicky thanked Debbie Long for researching and coordinating the bids and arranging the meetings with the committee. She also thanked the Landscape Committee including Rod Holbrook, Bruce Bell and Dan Laundry for meeting with the vendors and their support during the implementation of the project. She also thanked Marianne Mack for mentioning that the landscapers would be out on Friday (09/26) morning and to let Barlett Tree Experts know so they could coordinate their work with the landscapers.

Newsletter: Linda

All city road improvements stopped because the concrete workers went on strike. There will be lots of road work in the Spring of 2026.

The city council is working on a "Home for the Holidays" display around Liberty Lake. Santa will come to the tree lighting ceremony in Liberty Lake.

Linda will create a fall/end of the year newsletter.

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OLD BUSINESS

Capital Projects: Gil

- The Gardens sign is completed, but not installed.
 - Garden Ridge fence repairs-have been completed.
 - Garden Ridge asphalt seal coating has been completed.
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NEW BUSINESS

2026 Budget

Rocky Hill Townhome and Cottages

The projected operating budget would have 6.76 months of cash to cover 2026 expenses. Projected income for 2026 is (\$4,689.57). With over six months of operating cash, the board felt the 2026 budget could absorb the projected deficit.

The capital expense budget is projected to decrease by \$19,627 to pay for asphalt seal coating. Since the capital reserve account is projected to be 66.40% funded after the asphalt repair the board felt there should be no increase in the funding of the reserve account.

The board unanimously approved no operating budget dues increase in 2026 for Rocky Hill Townhouses and Cottages.

Garden Ridge

The projected operating budget would have 2.75 months of cash to cover 2026 expenses. Projected income for 2026 is (\$9,925.88).

The capital expense budget is projected to have no expenses in 2026. After the expenses for the asphalt repair and fence maintenance in 2025, the capital reserve account is projected to be 20.70% funded for 2026.

The board unanimously approved to raise Garden Ridge dues \$25 per quartering 2026 to \$430. This would contribute \$30,000 to the reserve fund and leave the projected operating budget a positive balance of \$174.92 at year end.

Main

Operating budget would have 3.40 months of cash to cover 2026 expenses. Projected income for 2026 is (\$24,209.22), this is too large of a deficit for the operating account to absorb.

The capital expense budget is projected to decrease by \$49,441 to pay for sidewalk repairs, fence repairs, tree replacements, asphalt maintenance and potential furniture replacements (benches, garbage cans, etc). Since the capital reserve account is projected to be 47.90% funded after the recommended repair the board felt there should be an increase in the funding of the reserve account.

The board unanimously approved to raise the Main dues \$2 per month to \$27 per month. This would contribute \$50,400 to the reserve fund and leave the projected operating budget a positive balance of \$7,814.38 at year end.

Diane mentioned that when the new board was elected the prior board had not raised dues to keep up with rising costs. She felt the current board is making good progress to correct that.

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MEMBER FORUM

Linda Ball confirmed she wanted to have the changes to the CC&Rs posted to the website. She also mentioned that Clearwater had damaged her tree while using a weed trimmer around it. She suggested we should look at other landscape services.

Vicky Markussen mentioned that one of the Clearwater crew had moved a brick that was placed in front of the edge of her shed and put a hole in the side of her shed with the weed trimmer. Vicky and Rod Holbrook will look at another neighborhood that is similar in size to Garden Ridge that is maintained by a different landscape company.

Maryanne Mack expressed concern about the quality of work provided by our current landscape company.

Rod Holbrook thanked Vicky for her efforts on the tree replacement project.

Vicky Markussen mentioned that Zipler Fiber had been contracted by Liberty Lake to install fiber-optic cables. They were supposed to place door tags to let people know what the project was for.

Mike Kennedy thanked the landscape committee for putting together the tree project. Suggested being careful about changing the landscape company as a past board did that and Garden Ridge was unhappy with the service of the company. He mentioned that the trees in Garden Ridge need to have their streetside branches trimmed so trucks don't hit them as they drive through the neighborhood.

Meeting Adjourned at 9:09pm