

Eagle Ridge HOA
Quarterly Board Meeting Minutes
March 20th, 2014 ~ 3:00PM

- 1. Roll Call at 3:03pm**– Lori Henriksen-Board President, Cindy Mathis-Secretary, Joanne Pritchard-Homeowner Representative, Tim Lively-Homeowner Representative, Al French-ARC, Bill Butler-President, WEB Properties, Inc., Andy Butler & Nikki Bardwell – HOA Managers, WEB Properties, Inc. & 7 Eagle Ridge Homeowners (see sign-in sheet).
- 2. Approval of December 12th, 2013 Board Meeting Minutes** – Joanne Pritchard motioned to approve the minutes, Tim Lively seconded the motion. Minutes were approved as written.
- 3. Financial Update – WEB Properties, Inc.**
 - a. Income** - Year to date total income is \$97,644.31 which is \$21,927.31 over budget estimates. Bill Butler explained that the difference between the income & the budget is simply a timing issue. WEB Properties, Inc. estimates that 75% of homeowners will pay their dues by the due date, 15% the month after & 10% the following month. There have been more homeowners paying dues on time than estimated.
 - b. Expenses** - Year to date expenses, are currently \$43,647.09 which is \$12,657.09 over budget estimates of \$30,990.00. This is also a timing issue. There were a few budgeted items that we had budgeted to be purchased in March such as an addition maintenance shed, goat trimmer & string trimmer. Since the income came in sooner than expected, we were able to purchase these items in February. We also paid for the Eagle Ridge Annual Audit in February.
 - c. Delinquencies** – There are currently \$55,875.69 in past due HOA Dues, Reserve Assessments, Late Fees & Interest. The largest delinquency is still at 6415 S Latah Hills Ct, who owes \$10,851.56. The second highest delinquency is at 6606 S Echo Ridge, but they recently began making payments. \$25,951.78 of the total delinquency is secured by liens. Bill Butler reminded the Board that Eagle Ridge will most likely not see much if any money from 6415 S Latah Hills Ct. as we are behind the government in lien position. WEB Properties, Inc. has instituted a collection program that has been proven effective. Once a homeowner reaches \$500.00 delinquent, WEB requests that the Board approve the collection process. After approval, WEB sends out an “Impending Lien” notice & requests the homeowner to contact them within 14 days to pay in full or set up a payment plan, if we do not hear from the homeowner a lien is filed & the owner is sent a copy of the lien and a demand letter, if the homeowners still do not respond, we send a copy of their ledger to Paine Hamblin and the attorney sends the homeowners letter demanding payment. WEB Properties, Inc. has seen great success with this program.
- 4. Developer Update on 10th & 4th Additions – Lori Henriksen**
 - a. The Developer is currently clearing for the 10 additional lots in the Estates on the far end of Shelby Ridge.
 - b. 47 of the 82 in the 10th addition are being made ready for construction of homes.
 - c. All blasting is following the Federal Blasting process.
 - d. They are asking for homeowners to avoid the construction area during the blasting. There should not be any flying debris but cannot guarantee it.
 - e. Construction Area signs have been put up on the trails nearest the construction zone.

5. Intranet for Board Communications – Cindy Mathis

- a. Cindy would like to look into a cloud based communication system like, Club Runner, iCloud or Carbonite. This will make it easy to archive Board communications for future Boards.
- b. Andy Butler volunteered to do some research on which program would work best for our needs.

6. Old Business

- a. **Swale beautification near 6010 S. Autumn St.** – The Board agreed to look at possibly extending the manicured grass along the top rim of the swale & possibly adding in a couple willow trees. They have decided to fill in the rock boarder & let the grass grow in over it.
- b. **Cattail Removal scheduled for March 31 – April 4** – The water level in the pond is being brought down so that the cattails can be cut well below the surface level. WEB Properties, Inc. has brought in a dock for the Maintenance Engineers to work on while they cut & remove the cattails.
- c. **Waterfall lights are being repaired** – The waterfall lights are being switched to LED lights & moved out the water & on to the shore. We think this will help ensure fewer repairs will need to be done in the future.
- d. **Insurance Rating Adjustment Notice** – WEB Properties, Inc. will be sending out a notice to homeowners with their quarterly invoicing to let them know that the Insurance Rating for Eagle Ridge has been lowered which may help with lowering their insurance rates.
 - i. A homeowner suggested another write-in campaign to the City Council to let them know that they are still concerned about getting a Fire Station in the Latah Valley.
 - ii. A homeowner suggested that we involve other HOA's in the Latah Valley & Bill Butler let them know that we are working with other HOA's but we are always open to adding more to the cause.
 - iii. Al French suggested a petition that could be signed by homeowners at HOA Events and possibly holding a community meeting at St. John's.
 - iv. Cindy Mathis will draft up a petition and try to have it read for homeowners to sign at the Annual Meeting.

7. New Business

- a. **Landscaping Bids for 2014** – WEB Properties, Inc. received 3 bids for the 2014 Landscape season. Clearwater Summit Group bid \$62,270.00, Senke bid \$70,305.00 & Impeccable Landscapes bid at \$75,941.00. After much discussion the Board decided that the difference of \$13,671 between the Impeccable & Clearwater bid was just too much to continue with Impeccable. It was mentioned that Clearwater has done a lot of the new landscape construction work in the 9th addition to much satisfaction. Bill Butler noted that Clearwater's bid from 2013 to 2014 for the same scope of work was about \$10,000.00 lower this year & that the Board may see a large increase on a 2015 contract with Clearwater. Tim Lively motioned to accept the Clearwater Summit Group, Joanne Pritchard seconded the motion & the vote passes unanimously.
- b. **Plan to drain 9th addition pond once a year to avoid cattails** – The Board approved the plan to drain the small pond in the 9th addition once a season to avoid cattails growing in the pond.
- c. **8 “No Trespassing” Signs** – The signs have been put up in Undeveloped Areas as required by the Newland legal counsel.
- d. **Construction Notices** - Notices were mailed out to all homeowners on March 12.
- e. **Blasting Notice** - A notice was sent out to all homeowners on March 20.
- f. **Request for additional pine trees to be planted in Shelby Ridge Common Area** – The Board reviewed the drawings and unanimously approved the request. WEB Properties, Inc. will contact the homeowners & let them know the project was approved.

8. Open Forum

- a.** A concern was brought up about the home located at 5532 S Talon Peak Dr. and the lack of landscaping that has been done in their backyard. Bill Butler explained that homeowners have 6 months to put in a front lawn & 3 years to put in a backyard. This home is over the 3 year mark & has been receiving notices for the issues with their lawn. A homeowner suggested that the neighbors volunteer to help the owner with their lawn. Bill Butler stated that if they wanted to extend the offer that would be fine but the owner has not been responsive to CC&R notices or fines in the past.
- b.** A homeowner wanted to know if the company we use to paint the common area fences could be used for his fence as well. Bill Butler explained that WEB Properties, Inc. Maintenance Engineers do the work “in house”. The homeowner asked if he could contact the maintenance engineers to do the work on his fence if he paid for supplies & the labor. Bill Butler noted that we do not typically do that but if they maintenance engineers end up getting finished with their projects earlier than expected they may be able to do the work.

9. Meeting Adjourned – 5:03pm.