

Eagle Ridge HOA
Quarterly Board Meeting Minutes
January 8, 2015 ~ 3:00PM

Roll Call at 3:00pm– Lori Henriksen-Board President, Cindy Mathis-Secretary, Joanne Pritchard-Homeowner Representative, Michael Cressey-Homeowner Representative, Bill Butler- President, WEB Properties, Inc., Mel Best – HOA Manager, WEB Properties, Inc. & 5 Eagle Ridge Homeowners (see sign-in sheet).

1. The Board welcomed Michael Cressey to the Eagle Ridge Board and introduced him to the home owners. Michael spoke to the home owners regarding his back ground as an attorney practicing in Washington and California.
2. **Financial Update – WEB Properties, Inc.**
 - a. **Income** - 2014 Year-end total income was \$441,396.86 which is \$5,193.86 over budgeted estimates of \$436,203.00.
 - b. **Expenses** – 2014 Year-end expenses were \$403,947.42 which was \$20,494.42 over budget estimates of \$383,453.00. There were a couple large expenses in maintenance over the summer. Fence Staining by Blacks Painting \$21,196.50, Fence Stain Materials \$2,471.57.
 - c. **Delinquencies** – 2014 Year-end Delinquencies were \$82,670.12 in past due HOA Dues, Reserve Assessments, Late Fees & Interest. The largest delinquency is still at 6415 S Latah Hills Ct, who owes \$12,682.17. The second highest delinquency is at 6606 S Echo Ridge, but they recently began making payments. \$33,013.05 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 \$1000.00 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. Michael requested WEB to check County Tax records to see if any home owners that are delinquent are current on their property taxes. WEB Properties, Inc. has seen great success with this program.
 - d. **Eagle Ridge Accounts-** Year-end 2014 Eagle Ridge Operating Account currently had \$994.78 and the Reserve Account had \$118,772.06 with a total of \$119,766.84 in both accounts
3. **New Business**
 - a. **2015 Budget Review-**Mel and Bill with WEB Properties Inc. explained the proposed 2015 Budget and reviewed the Actual 2014 Year-end to the proposed 2015 Budget. WEB budgeted for Eagle Ridge to add 70 new homes in the community which will increase income by \$35,685.00.

Budget Comparison Eagle Ridge

	2014	2015	
	Actual	Budget	\$ Change
TOTAL	\$ 441,397	\$ 477,082	\$ (35,685)
EXPENSE			
Total MAINTENANCE	\$ 44,070	\$ 26,940	\$ 17,130
Total LANDSCAPING	\$ 104,638	\$ 100,925	\$ 3,713
Total STREETS	\$ 216	\$ 600	\$ (384)
Total UTILITIES	\$ 77,167	\$ 78,108	\$ (941)
Total TAX & LICENSES	\$ 1,317	\$ 1,392	\$ (75)
Total PAYROLL	\$ 61,571	\$ 67,420	\$ (5,849)
Total PAYROLL TAXES	\$ 9,793	\$ 10,194	\$ (401)
Total COMMUNITY EVENTS	\$ 12,986	\$ 13,340	\$ (354)
Total ADMINISTRATIVE	\$ 65,102	\$ 62,690	\$ 2,412
Total INSURANCE	\$ 21,501	\$ 21,750	\$ (249)
Total OFFICE	\$ 5,588	\$ 5,460	\$ 128
Total NON-OPERATING	\$ 107,446	\$ 86,650	\$ 20,796
TOTAL	\$ 511,393	\$ 475,469	\$ 35,924
Net Operating Income	\$ (69,997)	\$ 1,613	\$ (71,610)

The 2015 Budget was reviewed by all board members and a motion for approval was asked by Lori Henriksen, seconded by Joann Pritchard and unanimously approved. A question was asked regarding the \$67,499 deficit and Bill Butler explained that large community maintenance items such as fence staining along Park Ridge Blvd. and some was caused by a carryover from 2013. A question was asked by Michael Cressey regarding when bidding for landscaping in 2016 to see if Eagle Ridge HOA paid a monthly fee through the year would there be any type of discount.

4. Eagle Ridge Development Update– Lori Henriksen

- a. Lori Henriksen announced that in 2015 the Newland Communities will be adding 80 new lots in the 10th addition. 70 of these lots will be under ready for construction by February 2015 with construction to start by March 2015. Lori also announced the blast will be taking place sometime in April 2015.

5. **Reserve Funds/Audit**-Bill Butler announced The Eagle Ridge Audit for 2013 was underway and almost completed. Bill also requested from The Board to transfer funds from the reserve account to the operating account to cover the following items...

Shed to store equipment	\$3,690.00
Goat to cut down weeds in swales & common areas	\$3,682.76
String Trimmer	\$434.79
Skid Sprayer for Cub Cadet (55 gallon tank w/ engine)	2,090.67
Stain for Fences	\$3,474.20
Black's Painting to stain fence	\$21,196.50
Fence Repairs	\$704.46
Total	\$35,273.38

Lori Henriksen moved to motion for an approval to transfer \$35,273.38 from the Reserve Account to the Operating Account for capital improvements, it was seconded by Joanne Pritchard and it was unanimously approved.

6. Open Forum-

- a. Question was asked if Eagle Ridge uses the cub cadet for snow removal in the common areas. Bill Butler explained that the cub cadet is nearly 10 years old and most likely not enough turbo he didn't feel like it would be able to handle it. Bill also stated to the board in 2016 most likely the cub cadet will need replacing.
- b. Question was asked regarding the intersection of Hwy 195 and Meadowwood Lane and if a stoplight or overpass was proposed to be installed. Lori Henriksen stated that with the new overpass constructed at Cheney Spokane Road and Hwy 195 she didn't feel that the city had the funding or plans to install at this time. Cindy Mathis stated it took a few major life ending accidents for the Cheney Spokane Rd. overpass to be installed.

7. Meeting Adjourned – 4:35pm.