

**Eagle Ridge HOA
Quarterly Board Meeting Minutes
December 10th, 2015
3:00PM**

1. Roll Call – Was taken at 3:06. Introductions Included:

Lori Henriksen – HOA President
Cindy Mathis – HOA Secretary
Al French – Architectural Committee
Michael Cressey – Homeowner Representative
Joann Pritchard – Homeowner Representative
Bill Butler and Eric Lundin (WEB Properties Inc., HOA Management)
Apologies were made for the absence of Kori Wynne (HOA Vice President)
Five(5) Eagle Ridge Homes were represented (see attendance sheets).

2. Financial Update – WEB Properties, Inc.

a. Budget Comparisons –

2015 YTD Total Income as of 11/30/2015 was \$473,152.84 which is \$7,870.84 above budget estimates of \$465,282.00.

2015 YTD Total Expenses are \$452,618.50 which is \$78,838.50 above budget estimates of \$373,780.00.

b. Account Balances –

As of 11/30/2015 the Operating account had a balance of \$243.69, and a Reserve account Balance of \$174,291.46 with both accounts totaling \$138,520.44.

3. Old Business

a. Quarterly Minutes Approval

Copies of the minutes were printed for the Board to review, and distributed to each Board member. After a few minutes, with no problems brought up, Al French Moved, and Mike Cressey seconded the motion to approve. The vote, called by Lori Henriksen was unanimously approved.

b. Open Board Seat Update

WEB did not receive any submissions for the Board position. Lori Henriksen had the file of previous applicants, as well as an application from Stan Pollack. Tom, a homeowner in attendance, suggested that ideally each area of Eagle Ridge (original neighborhoods, Northside and Southside) should be represented within the board membership.

i. Joann Pritchard's Resignation

Joann Pritchard is moving to Arizona in January. She has tendered her resignation and we are sad to see her go.

ii. Appointment of new Board Member

None of the homeowners in attendance nominated a potential Board member. It was decided that previous applicants would be called in December, and interviews would take place in January.

c. Lien update With Three Property Profiles For Review

Bill explained that since the last Board meeting, we have received two responses from attorneys. Of those, one attorney respectfully declined his bid request. The other, Delian Deltchev, sent a letter explaining that if no answer or opposition to the Complaint was received from the defendant, a default judgment would cost \$898.00. However, if there is an answer from the defendant, depositions and other additional work would be billed to the HOA at \$195.00 per hour for attorney time and \$90.00 per hour for assistant time. This does not include costs for collecting after judgment. Any work required to collect the judgment would be billed at the same \$195.00 and \$90.00 per hour rates. The Board would like a third bid and then a special meeting to consider an appropriate course of action.

d. Reserve Study Update

The Reserve Study is in progress and will be finalized after the first of the year.

e. Forest Ridge Park update – Lori Henriksen

The park opening is scheduled for May, 2016. Forest Ridge Park is designed for smaller venues as opposed to the amphitheater at Whispering Pines which is used for larger events. The smaller amphitheater is perfect for crafts fairs, music events, and even garden shows. Picnic tables, benches were recently installed and we are waiting for a confirmed date for the zipline, and tire swing installation. Once these are in, as weather allows, safety chips will be placed accordingly.

f. Community Signage status

WEB has received proofs from Cassel. Originally, they were to be 8 by 10 inches, but Cassel has informed us that standard size for these signs is 12 by 18 inches. Michael Cressey expressed his reservations about the lack of warning regarding the steep grade on the walking paths. It was decided that the trail sign would eliminate the verbiage "You are responsible for your own safety..." and replace the sentence with a steep grade symbol. Cindy Mathis recalled that the Board had suggested that signs end with a "Thank You"

The *dogs must be on leash* sign was reviewed and it was decided that the words "while onsite" would be removed from the end of the sentence. WEB will email a map of the doggie pot locations to the Board.

Finally, price and quantity were discussed. The final price of the signs will depend on the quantity ordered. It was concluded that WEB will email the Board members all of the revised sign layouts. Lori will review the trail system and send members a map with her recommendations for trail sign placement. The Board will meet in January to finalize approval and sign placement.

g. Other

No other old business was discussed.

4. New Business

a. Windstorm damage and repairs update

The big trees down in Rock Ridge Park and by 6208 Autumn still need to be removed. The trees are too big for the WEB equipment to handle. Tall Tree Service has been contacted, but is backed up with almost 300 trees in the Spokane area. Tree removal will be completed when weather and schedule allow. Most of the damaged fences have been repaired, but there are some vertical slats that will need replacing in the spring.

The Board requested the total cost of the damage, including payroll. Once the large trees are removed, WEB will provide the Board with a breakdown of the costs.

b. 2016 Draft Budget

Total Income is based on 100% of dues collected, including additional construction throughout the year. Increased collection efforts in 2016 will make up for any shortfall in dues collected.

Maintenance Expenses are down in 2016 because the sport court refurbishing cost was allocated to this category in 2015. Utilities are down in 2016 because we are anticipating an average year rather than the exceptionally hot temperatures experienced in 2015. Payroll in 2016 is expected to be down due to a change in site maintenance team arrangements. WEB will coordinate repairs of the walking trails in order to minimize costs by using the asphalt contractor on site for 11th Addition construction.

A homeowner in attendance mentioned that a sprinkler on Park Ridge near the water tower is broken. WEB will look into the repair of the sprinkler in the spring. Bill encouraged all homeowners in attendance to call WEB Properties when they notice areas in need of repair in the community.

Joann Pritchard moved to approve the proposed 2016 budget, Michael Cressey seconded the motion. The budget was passed unanimously.

c. Bid to remediate Pond Scum

WEB Properties contacted Inland Water Pest Control & Consulting, and secured bids for pond scum remediation. There are two bids, one for \$1,100/treatment for large pond as needed. For the small pond up above, they recommend six monthly treatments of \$400.00/Ea. Michael Cressey asked about competitive bids, and Bill explained that as far as we know, Inland is the only contractor able to manage this project in Spokane. Since the budget has been approved, Joann Pritchard motioned and Michael Cressey seconded the addition of these expenses. The vote unanimously approved the expense.

d. Driver Feedback Signs

Based on homeowner feedback at the annual meeting, WEB Properties researched driver feedback signs. According to research done in Bellevue, WA and published on Wikipedia, these signs can help reduce speeding in two ways: 1) they impact the number of gross offenders, those that speed 10 MPH over the limit and 2) they reduce speeding for years afterwards.

Costs vary based upon the provider. The City of Liberty Lake had a stationary unit installed for \$5,000. Bill Butler suggested that we might invest in one sign that is removable. He suggested we might consider four sign mounts throughout the community. Thus, we could rotate the radar and display to various locations to maximize the benefit while incurring only one sign cost.

Al French commented that they have been very effective at the airport and he believes they are worth considering. Michael Cressey commented that the budget is very tight next year, and this is a significant expense. A homeowner in attendance explained her experience with speeders in her neighborhood and encouraged the Board to move forward with the project.

Additional mounting pads for the stationary sign would cost approximately \$1,000.00 each, bringing the total price of the project to around \$8,000. It was decided that the issue would be added as a discussion point to the annual meeting in June.

e. Property to Property Water Intrusion Letter

There have been two separate reports of water collecting in the yards of homeowners where an adjacent house is located on a hill above the property. Newland, in conjunction with WEB Properties, drafted a letter that was sent to these homeowners this fall with instructions for identifying the source of the water intrusion.

f. Fire Station Update

The fire station at 115 W Eagle Ridge Blvd. is occupied and operational. It is intended to be a temporary location until the permanent fire station is opened up along the Spokane-Cheney Road. The Eagle Ridge Information Center is now located in the upper, south side of the community in 10th Addition – at 935 W

Basalt Ridge Drive. For more information residents can go to:
www.my.spokanecity.org/fire

i. Insurance Contact

Cindy Mathis sent the following email to residents following this meeting:

Contact WSEB Customer Service at 206.217.0101 or customerservice@wsrb.com and ask for the PPC for my home in Eagle Ridge. Homeowners are encouraged to contact their individual insurance companies for updating their individual policies.

Remember that insurance providers will ultimately set your rates and they may vary so shop around if you are not satisfied with the results.

g. Cedar Rd Improvement Template Letter

At the last Board meeting, a homeowner brought up the danger involved in driving with pedestrians and bikers along Cedar Road. Lori and Al drafted a letter template to be used by the homeowners at Eagle Ridge to encourage the City of Spokane to make improvements to the road. This template will be posted on both websites for homeowners to download and send to the Mayor and City Council Members.

h. Latest ARC Guidelines To Be Posted

Al French and Lori Henriksen reviewed the documents on the WEB Properties website. The latest architectural design and construction guidelines have been uploaded to the Website under the heading "Architectural." Homeowners can access them by going to www.webpropertiesinc.com

i. Set 1Q 2016 HOA Board meeting

The next Board meeting was set for March 17, 2016.

5. Open Forum

There were no issues raised for discussion.

6. Meeting Adjourned at 4:48 PM