

**Eagle Ridge HOA
Board Meeting Minutes
September 15, 2016 ~ 3:00PM**

1. Roll Call & Establish Quorum – Was taken at 3:00 PM. Introductions Included:

Lori Henriksen – HOA President
Cindy Mathis – HOA Secretary
Al French – Architectural Committee
Michael Cressey – Homeowner Representative
Bill Butler and Eric Lundin (WEB Properties Inc., HOA Management)
Apologies were made for the absence of Kori Wynne and Becky Patnoi
Six(6) Eagle Ridge Homes were represented (see attendance sheets).

2. Approve Annual Meeting Minutes – Draft minutes have been posted at <http://www.webpropertiesinc.com> and were sent to the Board for review and approval. With no objections to the minutes, Mike Cressey motioned, and Cindy Mathis seconded the motion to approve. The vote, called by Lori Henriksen was unanimously approved.

3. Financial Update –

a. **Budget Comparisons** –

2016 YTD Total Income as of 08/31/2016 was \$393,407.76, which is \$13,036.76 above budget estimates of \$380,371.00.

2016 YTD Total Expenses are \$291,980.47 which is \$11,990.53 below budget estimates of \$303,971.00.

b. **Account Balances** –

As of 8/31/2016 the Operating Account had a balance of \$29,213.82, and a Reserve Account balance of \$198,598.67 with both accounts totaling \$227,812.49.

c. **2015 Audit** –

Bill Butler discussed the audit results and management letter returned by Langenhorst and Self Merit. A homeowner asked if we could forego the audit to save the HOA money, but state law requires the audit to be performed annually unless we have a 64% agreement of current homeowners.

d. **Delinquencies** –

We have been pursuing money judgments against the homeowners with the top three outstanding balances due to the HOA. The owner of 6606 S Echo Ridge St paid \$8,293.37. The owner of 5532 S Talon Peak Drive was trying to work with us to make suitable payment arrangements, but has stopped communicating with our attorney. We will instruct our attorney to proceed with the lawsuit. The owner of 6104 S Latah Hills has not been available for service, and our attorney has asked the court permission to move forward with service by publication, which approximately \$350. This process has proven to be successful at Eagle Ridge and other projects. We recommend expanding our scope to include preparing property profile reports for the next five highest delinquencies as follows:

- | | |
|------------------------|------------|
| i. 11 & 19 W Keely Ct. | \$7298.44 |
| ii. 6612 S Baymont Ct | \$4,134.28 |

iii. 7214 S Shelby Ridge	\$3,727.48
iv. 5805 S Windstar	<u>\$2,594.58</u>
v. Total	<u>\$17,754.78</u>

The Board has authorized WEB Properties to investigate whether the three homeowners have paid property taxes, and then to update them for a vote on whether or not to proceed with the property profile reports via email. WEB Properties was instructed to move forward against the LLC that owns 11 & 19 W Keely Ct.

4. Development Update – Lori Henriksen

Construction on 12th Addition (80 lots) next year will look much like the construction of 11th Addition did this year with a March construction start and completion by October 2017. There will be additional lawn to maintain, additional signs, and additional doggie stations will be needed.

5. Old Business

a. Forest Ridge Park update –

Forest Ridge Park opened with a great community event on August 11th. Since then, we have not been aware of any problems at the park. WEB Properties will take down and help store select fixtures from the park for winter.

b. Cedar Road improvement issues –

We continue to update our site with the letter template to the Mayor and City Council about Cedar Road improvements. Al French explained that there is no fast way for improvements to happen unless the Cheney School District steps in as the process with the city can be slow and filled with red tape.

c. Transition Plan Discussion –

The Transition Timeline was handed out at the Annual Meeting and made available to homeowners on the WEB Properties website. We are on track with the timeline as it was written, and any changes or additions are welcome. The timeline is not written in stone, and is flexible if homes sell faster or slower than anticipated.

6. New Business

a. Community signage status –

Tom Starr has requested a new trail sign that would ask for horses and motor vehicles to not use trails. The Board decided that we would continue to monitor the situation and if it becomes an issue, we will take necessary action.

b. ARC revision discussion of sheds and other small structures –

Temporary structures continue to be an issue for homeowners at Eagle Ridge. The ARC does not have the authority under the current rules to review temporary structures. Al French drafted a revision to the rules that includes language that helps define the difference between a temporary and a permanent structure, and gives the ARC the authority to enforce community guidelines. A few additions and edits were requested, and the Board would like to review an updated draft via email for review and input by October 15.

c. Aging fence requirements of homeowners –

We have sent courtesy notices to homeowners about aging fences that need to be re-stained, and received several complaints back. Some homeowners feel that for the HOA to ask them to re-stain an aging fence or one that has suffered “simple water damage” is inappropriate and a hardship. The Board reviewed the CC&R and pictures of the fences and authorized WEB Properties to enforce the community guidelines.

- d. **Splash Pad** –
We received a report in mid-July that the homeowner next to the splash pad and common area had water encroaching onto her porch. We investigated for a leak in the sprinkler system, and found that the splash pad was responsible. We enlisted Clearwater’s help in early August, and followed up throughout August to get their recommendation for a solution. We have finally been contacted by their senior project manager, Brent Schreiber, who wants to meet us onsite and explore the options for repair.
- e. **Bark installation** –
Bark installation was completed throughout the community in August, and while some beds were missed initially, we identified them and had them barked. The project is complete and we have been receiving positive feedback from the homeowners.
- f. **Fence Staining** –
The first coat of stain was put on the fence on the East side of Parkridge Blvd. and the swale on Monday, September 12. A second coat has been approved for approximately 1/3 of the fence that still needs a second coat. This work is scheduled for Friday, September 16. We anticipate that the project will finish under budget.
- g. **Rich Hawks** –
One of the maintenance engineers who has worked at Eagle Ridge for the past five years was hurt in an accident at his home. There is a Go Fund Me campaign to help with his medical expenses. The Board agreed to post the link on the website and make a contribution.

7. Open Forum

- a. A Vale Court homeowner requested assistance from WEB for pine needle clean up on the greenbelt between Woodland Court and Vale Court. She requested that the HOA park a dumpster and assist in getting the word out to organize a clean-up day for this area. This would not only improve aesthetics, but reduce the fire hazard in the area. This is something that will be scheduled in the spring of 2017.
- b. A homeowner that lives on the south side of the swale at Osprey Heights would like some dirt added to the lip of the swale to promote grass growth. We will have some dirt and grass seed delivered to promote grasses and the local residents will tend to the prepping and planting process.
- c. There is a sprinkler head running on the north east side of Parkridge and Eagle Ridge. WEB will have their maintenance engineers take care of it.
- d. The homeowner at 1328 W Quail Crest Ave reported having a problem with folks using the gravel access path alongside his house to walk their dogs and allowing the dogs to leave their waste on his front lawn which adjoins the gravel access path. He would like to know if the board could put a dog sign and doggy pot at the end of Quail Crest cul-de-sac. The Board agreed to do so and WEB Properties will put one at that location this fall.
- e. There was a homeowner at the meeting who expressed concern over the frequency with which the existing doggy pots are being emptied. WEB Properties agreed to look into this and make sure the boxes are checked at least twice per week.

8. Meeting Adjourned at 5:39