

Eagle Ridge HOA
Quarterly Board Meeting Minutes
Thursday, May 18, 2017
3:00PM

1. Roll Call - was taken at 3:02pm. Introductions included:

Lori Henriksen – HOA President
Mike Cressey – Resident Board Member
Cindy Mathis – HOA Secretary
Al French – Architectural Committee
Bill Butler, Eric Lundin, and John Schumaker - WEB Properties, Inc., HOA Management
Ten (10) Eagle Ridge Homeowners in attendance (see attached sheet)

2. Proof of Meeting

A post card was sent in the mail to all residents.

3. Financial Update – WEB Properties, Inc. as of 4/30/2017

- a. **Year to Date Income** – Actual \$284,562.39, Budget \$241,900.00, Variance \$42,662.39
- b. **Year to Date Expenses** – Actual \$128,912.36, Budget \$107,299.00, Variance \$21,613.36
- c. **Year to Date Account Balances** –
 - i. **Operating Account** - \$79,141.73
 - ii. **Reserve Account** - \$239,598.16
 - iii. **Total** - \$318,739.89
- d. **Delinquencies**
 - i. **Current Legal Actions** – The Board authorized three legal actions against 612 S Baymont, 7214 S Shelby Ridge, and 5805 S Windstar. We are working with our attorney on moving forward with these legal actions.
 - ii. **Upcoming Liens** – The impending lien notification has recently been reviewed and edited by our attorney. We have not sent any impending lien notifications to homeowners. We will begin the process again in June, and report back to the Board with our recommended actions for approval.

4. Development update – Lori Henriksen for Newland

Construction on the final 12th Addition began on March 10th and is right on schedule. The general contractor, ACI, has completed all topsoil stripping and 65% of the sanitary sewer lines. Blasting was completed in April, ahead of schedule. Paving will

begin in July. The Happy Trail will be paved in July and completed by the end of September. The grand opening for the 12th Addition will be October 1st.

The primary trail head, across from the Information Center, which ties into the sidewalk at 935 Basalt Ridge Dr, will be paved after the Happy Trail is paved in July.

5. Old Business

- a. Water Conservation Project** – We continue to work with Bill Bell & Clearwater Summit, and expect their bids soon. Lori suggested we work with Frank Ide of Parametrix to help determine the number of water meters necessary to achieve maximum water conservation results. Their cost for the site survey is \$960.00. Mike Cressey motioned to approve the expense, Cindy Mathis seconded the motion. The motion passed unanimously.

Bill Butler discussed a potential proposal to replace two feet of grass on each side of the boulevard median with rocks, replacing/improving some of the sprinkler heads and adding underground irrigation for the trees to help decrease the amount of water consumed in the community.

A homeowner asked that if the community is working to add more meters in an effort to conserve water, if the City would then be willing to negotiate a lower cost for installation per meter. Lori Henriksen will discuss this with the City of Spokane.

More bids will be gathered for proposed water conservation projects and discussed at the next Board meeting.

- b. Top 10 Infraction Review** – See attached draft of top 10 infraction reference sheet.

Lori Henriksen recommended that the Board take time to review the document and language used before approving for distribution.

6. New Business

- a. Recommendation to Switch Liability Insurance Carrier -**
 - i.** Our insurance broker recommends we switch liability coverage from our current carrier, Philadelphia Indemnity, to Great American for the following reasons:
 - 1. While the proposed premiums are not significantly lower, the rates are lower and Great American is willing to provide coverage for the mailboxes and light posts, which Philadelphia is not. Our main concern for the board to review is vandalism, but other perils are to be considered, such as fire, lightning, etc.
 - 2. Great American is easier to work with year over year as Eagle Ridge has evolved and developed, with playgrounds and parks added to the entire association policy. Great American is

willing to give us more coverage at lower rates and willing to be more flexible on the coverage changes as the association continues to be built out.

The Board requested to receive a quote from Great American.

- b. Splash Pad Repairs Update** – Bill Butler recently met with Bill Bell onsite to review the progress of the splash pad. An additional water spout feature has been added in place of one actuator. The splash pad controller offers more programming options than once thought, and there are now two actuators for five water spouts, which will randomly select spouts to turn on. Bill Bell has reassured us that the splash pad will be open for Memorial Weekend.
- c. Spring Project review** – We are working with vendors to source bids on the following projects.

- i. Fence Staining** – See attached bid sheets, the Reserve Study has \$24,000 for this project. Management recommends Preble painting for the work as they did a great job at Eagle Ridge last year. The linear footage in the second and third coats on the bid sheet are estimates. We did this so that bids can be compared easily, and based our estimate on historic need for additional coats. Actual coats needed may vary. We hope to begin this work as soon as the rain stops.

Cindy Mathis motioned to award the project to Preble Painting. Mike Cressey seconded the motion. The motion was passed unanimously.

- ii. Monkey Manor painting** –While painting this is not specifically mentioned in the Annual Expenses by year, the replacement of the Whispering Pines Playsets is mentioned, and therefore we feel the painting qualifies as a Reserve Expense. There is \$44,000.00 scheduled for this work in 2026. We hope to begin the painting as soon as the rain stops.

Cindy Mathis motioned to award the project to Preble Painting. Mike Cressey amended the motion, he would like WEB Properties to ask Preble if they would be willing to lower the cost of both the Fence Staining and Monkey Manor projects if they are awarded both. Cindy Mathis seconds the motion. The motion passed unanimously.

- iii. Fence Repairs** – We will replace some damaged slats, a few posts, and bottom boards this year. The reserve study has \$171,250.00 in it for “Replacement of original portion of wood fence.” We will provide bids/cost estimates for the Board, although we do not expect to spend anywhere near this amount.

- iv. **Bark** – We will renew the bark this spring with an additional 1” on top of the 2” we installed last year. We are working with our vendor on getting a price for this project now. The Reserve Study has \$5,000.00 every year for Major Landscaping.
- v. **Trail System Crack Filling and Seal Coating** – In 2016, the Reserve Study has \$24,710.00 in it for “Seal fire lanes and trails” and \$1,500.00 for Crack Repair of Asphalt Trails. We are working on bids to present to the Board.
- vi. **Concrete Bollard Replacement** – At the trail entrance by the lower pond, the concrete Bollards need to be reset in concrete. The Reserve Study has \$2,000.00 for this work. We are working on bids to present to the Board.
- vii. **Rock Beds** - We will renew the rock in the beds throughout the community this year. We are working with our vendors on getting pricing for this project now. The Reserve Study has \$5,000.00 every year for Major Landscaping.

d. Set 3Q17 HOA Board meeting

The date for the next Board meeting will be Thursday, August 17th at 3:00pm at the Eagle Ridge Information Center. The date for the Annual Meeting will be Thursday, October 19th at 6:00pm, with the location to be determined

7. Open Forum

A homeowner on Jasper Dr asked when the small trail to the park will be completed. Lori Henriksen plans on the trail being completed by the fall.

A homeowner and the Board discussed the issues that have been seen with the concrete that was used for driveways and that many are beginning to deteriorate.

8. Adjournment

The meeting adjourned at 4:48pm