

Fox Ridge HOA Board Meeting Minutes
June 12, 2012 ~ 6:00PM

1. **Roll Call & Introductions** – 14 in attendance including board members
2. **Approval of Minutes from May Annual Meeting** - will be approved at next HOA Board Mtg
3. **Old Business**

a. Board Resolution –

- i. Fine Enforcement Program was read and reviewed which states that home owners have 14 days to comply and if they do not comply then they receive a \$50 fine, then if they do not comply in the next 30 days they will receive an additional fine of \$150 and have another 30 days to comply at which time if they do not comply they will receive a \$300 fine and will continue to be fined \$300 every 30 days until they come into compliance.
 1. It was noted that WEB Properties will work with home owners to avoid fines by getting a date for completion from home owners and an agreement to work on resolving the violation.
 2. 80% of home owners have complied or set up compliance dates with WEB.
 3. Fines are just a tool to help with compliance they are not to make money for the HOA or to punish home owners.
- ii. Garbage Can Allowance which amended the CC&R's was read
- iii. Quorum
- iv. Voting Percentage

Once we receive the May minutes with language we will finalize, board will approve and sign, then the four changes above will be recorded and every home owner in Fox Ridge will get copies of the recorded changes.

- b. **Architectural Committee** – No one has found an architect to sit on the committee yet. An architect would be paid based on hourly rate so that board will know what expenses will be.
- c. **CC&R Revision Committee** – This committee will meet in September due to vacations.
- d. **Reserve Study** – Washington law requires that HOA's have to have a reserve study completed this year with an independent agency. This will cost between \$900 to \$1,000. The study will look at the life expectancy of the capital replacement items in the common areas, for example fences, trees, sprinkler system. Once we get the results the Board and HOA decide to save for reserves or not. The point of the study is to allow HOA's to avoid large special assessments by planning for replacement of these capital items. We are in the process of getting bids now.
- e. **Insurance** – The budget called for a \$3,000.00 expense for insurance and the actual cost for 2012 is \$2,065.00. Chris Marsh motioned to proceed with insurance coverage as quoted and Josh Connors seconded, it passed with a unanimous vote in favor. See attached outline of coverage.

4. New Business

- a. **10 Vacant Lots up on Courtney Court** – See letter from Amistoso attached. Bill talked with Doug Ross and he confirmed that the lots were never incorporated into the HOA and the CC&R's were not recorded on those lots. Board will need to discuss what action they would like to take on this matter.

- b. Trailers & Boats in Streets & Driveways** – you may call with complaints, but please make sure the violating trailer or boat has been there a number of days and that they are not just packing to go camping.
- c. HOA Dues Comparison Study – Kent Reitmeier** – Not in attendance, tabled until further notice.
- d. Delinquencies** – \$20,870.00 Total, Dues \$15,180.00 (47 home owners or 26%). It was discussed whether it be best to use a collection agency to resolve this issue or an attorney. Conclusion on the matter is that WEB will send a registered return receipt letter notifying home owner that if they do not work out a payment plan or pay in full they will be turned over to an attorney for collection action. If no response then attorney will send letter. Board approved to send everyone with a delinquent balance over \$600.00 a registered return receipt letter from the HOA and if no reply or payment then send to legal.
- e. Financial Report** – See attached Budget Comparison. There is a \$5,618.49 variance in income versus budgeted income amount. This is due mostly to people paying at the beginning of the quarter so income is above budget and will feather out as quarter continues. The expense variances such as Landscaping, Utilities, Property Management Fee are all due to last years carryover expenses into this year. The 2011 audit was just completed, but results have not been received yet. Audit results will be posted on the website.
- f. Board Meetings**
 - i. September 11, 2012 at 6PM at City Hall – postcards will be sent out notifying all homeowners
 - ii. December 11, 2012 at 6PM at City Hall – postcards will be sent out notifying all homeowners

5. Open Forum –

- a.** Several complaints were brought up about residents not in compliance with CC&R's, as well as, home owners driving up on sidewalks to get their mail which will cause sidewalks to deteriorate quicker than they should.
- b.** Garbage blowing all over and Sunshine Disposal's lack of attention to the matter when emptying containers was discussed. One option would be to do a letter writing campaign to the City of Medical Lake regarding Sunshine Disposal Service.
- c.** Wood Fence on Graham – change to vinyl? \$40k to replace with vinyl.
- d.** Rock in landscape beds – looking to replace with another product besides rock.
- e.** 6 trees on Graham need replaced that are dead. WEB will get prices on replacement.
- f.** Traffic on Graham headed North is an issue, can't see children, discussed options of speed bumps or signage.

6. Meeting Adjourned - 7:52PM