

## **Fox Ridge HOA Board Meeting Minutes December 11, 2012 ~ 6:00PM**

1. **Roll Call & Introductions-** Meeting opens at 6pm  
Monica Manza - President, Chris Marsh – Vice President, Josh Connors & Dana Dvorak – Members at Large, Judy Hall – Secretary (Unavailable), Bill Butler, Don Wilhelm & Nikki Bardwell – WEB Properties, Inc. In addition 5 homeowners were in attendance (see sign in sheet).
2. **Approval of Minutes – September 11<sup>th</sup> Board Meeting Minutes**  
Chris Marsh moves to approve the minutes as typed, Monica seconds the motion.

### 3. **Old Business**

**a. Board Resolution – Fine Enforcement Program (formatting complete, notarize and record)**  
Board has authority to set Rules and Regulations under by laws. However, the Board can't change the CC&R's without 75% vote of the membership. As this was a change to the Rules & Regulations, the Board has the authority to do so.

Board revisions will be well thought out and the Members at Large will be informed before the final documents.

**b. Architectural Committee**  
Chris Morlan has agreed to review CC&R's & be a part of ARC committee. He also agreed not charge until he got his first request to review, which he received this month to review the plans for the home being constructed on Olsen Hills Court.

When reviewing the requests, the ARC will have to look at these on a case by case basis to see if the request fits in the guidelines.

An ARC Request Form will be put on the website.

**c. CC&R Revision Committee –propose schedule to meet**  
The CC&R Revision Committee is composed of Ken Beardsley, Chris Marsh and Nicole Connors, with advisory from Don Wilhelm. Don will schedule a meeting in January or February 2013. Management believes that it will most likely take about a year to review and decide on things they would like to change. We will need to educate the resident members and then have a vote.

**d. Reserve Study – completed mid-November (discussion)**  
The Reserve Study will be put up on the Fox Ridge website for homeowners to review and the Reserve Study will be discussed at the next Board Meeting.

The Washington State Legislature is requiring every HOA to have a Reserve Study conducted by an independent company.

**e. Update on 10 Lots on Courtney Court**  
The lots on Courtney Court do not belong to the HOA. There was a document signed by the former president of Fox Ridge that the developer never signed. The developer decided to not put the homes in the HOA.

Management had a legal review done by Ewing Anderson, but under contract law since the papers were not signed by the developer or filed they are not a legal document and there is no legal recourse.

Homeowners are upset by the fact that the owners of these 10 homes will have to drive through Fox Ridge to access their home and won't have to pay any HOA Dues.

The developer did file their own CC&R's and have an ARC committee for the 10 Courtney Court lots. Homeowners voiced some concern about the area over run with weeds, being a "Teen Hangout" and trash being left behind because of it.

Bill suggested that the HOA establish a call chain with Monica being a point person and call the Police. Management has seen good response from call chains at other Associations.

Bill will contact the Spokane County Sheriff and make him aware of the issue as well.

Don also contacted Weed Control Board about the weeds. The Weed Control Board has laid off their workers for the winter but will take care of the issue in March and April.

Once the 10 homes are built, the 10 homes could be annexed into Fox Ridge if 7 of 10 homeowners agree to it.

#### **4. New Business**

##### **a. Delinquencies – \$21,370.00 delinquent**

**i. Impending lien notices sent** – 6 were sent to the highest delinquencies. We have had one homeowner call us and begin a payment plan of \$300.00 per month.

**ii. File liens - \$72.00 per lien.** Management will file lien's in January when there is cash flow.

**iii. Send owner copy of recorded lien-** Final demand letter that will give them a number of days to respond.

**iiii. Forward to attorney for attorney's letter** – Management has had the most success on this at other HOA's.

We have sent out "Past Due" statements to all others who are delinquent. We hope that the increased effort will help clear delinquency

##### **b. Financial Report-November 2012**

A year ago, the HOA was nearly \$11,000.00 behind in bill at year end. Currently, the HOA is approximately \$5,000.00 behind. About \$1,200.00 is owed to the landscaper and the balance is owed to Management.

Management has dropped the deficit by half in one year.

##### **c. Snow removal/de-icing sidewalks along Graham**

The HOA will maintain the turn in's along Graham and by Joshua & Carrie but will not clear sidewalks on the Fox Hollow west side.

##### **d. Board Meetings**

**i. Set 2013 Board Meetings-** Notices will be sent by mail to all homeowners regarding meetings on:

Tuesday, Feb 12<sup>th</sup>, 2013

Tuesday, May 14<sup>th</sup>, 2013

Tuesday, August 13<sup>th</sup>, 2013

Tuesday, November 12<sup>th</sup>, 2013

**5. *Open Forum* –**

- a.** Homeowners would like to not have “Advertisements” in their dues mailing from management but a list of vendors could be put on the website.
- b.** We have 5 trees that will be planted in the spring after the water is turned on. We purchased all 5 trees for about \$112.50.

**6. *Meeting Adjourned* – Meeting Adjourned at 7:33 pm.**