

Eagle Ridge Homeowners Association
Board of Directors Meeting Minutes
6:30pm on May 6, 2019

Held at St. John's Lutheran Church 5810 S Meadow Lane Rd, Spokane, WA 992

Attending: Mike Cressey, President
Daniel Greer, VP
Lauraine Dwyer, Secretary
Brett Hamilton, Director at Large
Gil Pierce, Community Manager, Rockwood Property Management
Dori Ramsey, Field Inspection Specialist, Rockwood Property Management
Melissa Owens, Association Admin, Rockwood Property Management

Absent: Jonathan Fox

The meeting was called to order at 6:32pm.

1. February 26, 2019 Board meeting minutes approved.

2. Financial Report

The April 2019 Financial Report was reviewed with several variances explained by Gil. Year to date totals will be a more accurate financial gauge as RPM and the current Board become more familiar with the timing of certain expenses (month to month budget spread). While some expense categories appear to be over budget, the Association has a \$24k positive cash flow as of April 30. A more detailed review of variances for the month of April will be included in the April Board Report.

The Board authorized RPM to write off \$1,585.00 from account EGR1567 due to bankruptcy and forward account EGR1850 to Chapman Financial Services for collection.

A Reserve Expense Resolution was signed by the Board authorizing RPM to pay for a replacement basketball backboard at Whispering Pines Park.

2018 Audit –CPA fees have increased and RPM is seeking bids from other audit firms.

We are awaiting response from the tax accountant as to whether an amendment should be made to the 2017 return based on adjustments made at the recommendation of the 2017 audit.

The Board considered an owner request to waive late penalties that were imposed as a result of delayed receipt of his payment submitted via PayLease. Gil pointed out that PayLease provides a disclaimer during the payment process disclosing the processing delay and offering an immediate payment option at a higher fee. The owner further requests that the Board amend the Association's policy to consider mailing/remittance date rather than received date of payments when levying late fees. The Board declined to put forth a motion.

Upon Gil's recommendation, the Board grants RPM authority to authorize maintenance access over common areas to homeowners with adjacent lots.

3. Architectural & CC&R Violations

Woodland Ct home basketball hoop: the Board will offer to stay fines, late fees and interest provided the hoop is removed within 30 days and the owner stays current on dues for a period of one year.

Vale Ct basketball hoop: both the City Ordinance and CC&Rs prohibit street-facing basketball hoops, thus the Board cannot provide the waiver requested by the owner to allow the existing street-facing basketball hoop to stay in the cul-de-sac where her home is located.

4. Old Business

Mike Cressey disagrees that current snow plowing schedule (which does not include sidewalk clearing) poses a liability to the Association. The Board requests that RPM reach out to the City for its interpretation of the ordinance mandating that businesses remove snow on their sidewalks: is the Association considered a business and is it obligated to remove snow from common area sidewalks?

The Board's recent unanimous decision to engage Clearwater Landscaping in a new contract to maintain common area landscaping is hereby ratified.

5. Communication Update:

Mike Cressey provided the history of the sign installed at the intersection of Falcon Pointe and Eagle Ridge on Falcon Point Circle advising of Eagle Ridge private property/amenities. The City called for the removal of the sign and the Board complied. However, Mike presented another opportunity for income generation from non-members, which he presented at the Easter Egg Hunt; a collection was taken from non-residents who participated in the hunt, which produced \$62 to offset event expenses.

Updated easement request for water line through Eagle Ridge common area was denied.

Lauraine presented an update from the Landscape Committee proposing some educational presentations on water-wise landscaping, fire-resistant landscaping, etc. that could be offered at common area parks this summer. More details to come. The Board and Committee are open to homeowner feedback and/or ideas on the upcoming educational content or any other matter that falls under the Committee purview.

Gil provided information regarding a potential common area drainage issue adjacent to homes on Jasper. RPM will distribute information regarding storm water management in the next community-wide distribution.

The following agenda items were added at the request of members prior to the meeting:

- A. Consideration of a new community event "sleepovers in the park"
- B. Installation of a perimeter fence around swales to prevent children from sledding in the swales

- C. Intranet security – public vs private. A concern regarding public web accessibility of the Association’s event calendar was presented. A suggestion was made to keep a general list of events visible to public view but date and time details would be password protected for members only.
- D. Potential CC&R amendments:
 - a. CC&R 4.5(b) – allow members to remove any size tree without Board/ACC approval if the tree was planted by the member, i.e. not part of original construction/landscape installation plan.
 - b. CC&R 4.14 – amend to allow white vinyl or wood fence.
 - c. CC&R 4.12 – only signs specified in this section are permitted.

6. Homeowner Forum

Pond fountain repairs: The Association’s contractor is working on this.

HOA Insurance payments: Paying the insurance is budgeted at \$20k/yr, which is a considerable expense that may overburden the Association’s cash flow if paid all at once. The cost to pay monthly is very minimal compared to the relief provided by an extended payment plan.

Currently seeking bids for proposed landscaping at Basalt Ridge common area.

The Event Committee is taking nominations/volunteers for Committee Chair, please relay interest to the Board of Directors or join an upcoming meeting.

The meeting was adjourned at 8:06pm.

Next Board meeting: August 12, 2019, 6:30pm at St. John’s Lutheran Church (5810 S Meadow Lane Rd, Spokane, WA 99224).