

**Eagle Ridge HOA
Quarterly Board Meeting Minutes
Thursday, August 16, 2018
6:00 PM St. John's Lutheran Church**

1. Roll Call – Was taken at 6:00 PM. Introductions included:

**Lori Henriksen – HOA President
Mike Cressey – Resident Board Member
Ralph Heaton – Resident Board Member
Cindy Mathis – HOA Secretary
Eric Lundin of WEB Properties, Inc., HOA Management**

Crystal Byers and Tisha Goodman from Rockwood Property Management were introduced as representatives of the new property management company.

2. Proof of Meeting – Was presented for the audience, and is included in the Exhibits Package at www.webpropertiesinc.com/eagle_ridge.php along with all other documents presented at the meeting.

3. Financial Update Through 7/31/2018 – WEB Properties, Inc.

- a. Income – Income through July 31 is \$416,283.28. This is \$3,316.72 below budget estimates, which is less than a 1% variance.**
- b. Expenses – Expenses through July 31 were \$326,098.61, which is \$13,531.29 below expectations. The audit and painting projects have not been completed yet this year. These two projects are budgeted to cost \$17,400.00. Had they been completed, we would be over budget by \$3,868.71, which is just over a 1% variance.**
- c. Account Balances – The Operating Account closed the month with \$46,160.17, and the reserve account has \$262,026.00. Total funds available to the HOA are \$308,186.17.00**
- d. Reserve Transfer – Reserve expenses year to date are \$72,464.61. These expenses are for the lift station pump replacement and repairs, movie screen replacement, and tree replacement. After discussion, a motion was made by Lori Henriksen to approve the transfer of \$72,464.61 from the reserve account to the operating account. Ralph seconded the motion, which was passed unanimously.**

4. Development update – Lori Henriksen for Newland – Lori explained that dryscape landscaping for 12th Addition tract C is scheduled for September with Clearwater Summit. The final six lots will close on or before December 31st, 2018. Final button-up projects include the removal of erosion control measures including silt fence fabric in the 10th Addition. Per DOE requirements, the fabric 11th and 12th Additions will be removed by the builder teams once the

home is complete and landscaping has been installed. The update and timeline are included in the exhibits package.

5. Reports from Transition Committees

- a. Communications & Intranet: Lee Poquette – The communication and internet committee continues to improve the way information is distributed. Email blasts about important topics have gone out. If you have information you wish to be posted to the web, or email blasted, contact the info center, or email Lee.**
- b. Finance and Reserve: - The committee is currently without a chair, however, Ralph Heaton attended the reserve drive through with Eric from WEB and Ken Pfaff from Criterium.**
- c. Community Events: Cindy Mathis – Cindy discussed the events that have happened this year, as well as the future events. Volunteers for the committee are still needed. Rockwood Property Management has a point person dedicated to community events, and the new Board will request a proposal and consider hiring this person as we move forward.**
- d. Landscape: Lynn Pachelli – Several meetings have been held, and the group is looking for volunteers to join the “HawkEyes,” which is made up of homeowners dedicated to reporting any landscaping problems in their neighborhood to the property management company. This is not a large time commitment, as the landscape committee meets on the 4th Monday of the Month at 6:00 at the Information Center. The next meeting is Monday, August 27th.**
- e. ARC Review: Al French – Al French was unable to attend the meeting.**

6. Old Business

- a. Transition timeline review – The transition timeline is on track, and the application to apply for a Board position was sent out to homeowners. The deadline to submit your application for election to the Board is August 31st. Please contact Eric Lundin at WEB Properties Inc. if you would like to submit your bio and application.**
- b. Board Member Position Descriptions – The Board has drafted a document that outlines the job duties, qualifications, and time commitment for officers and members of the Board. These documents are available at www.eagleridgelife.com . If a homeowner has a question, they can call Eric at WEB Properties, or the Information Center.**
- c. Splash Pad Repairs – The splash pad has been closed for the season because the vendor who was chosen to complete the work did not perform their duties per the contract. The Board has selected a new vendor, and is working with them on pricing and timing for splash pad repairs, which will be completed sometime this fall.**
- d. Happy Trail Chipping – The Board has chosen a vendor and approved a contract for Happy Trail Chipping. The start date for the project is September 16th or 24th. Homeowners in attendance expressed their concern that the debris is a major fire hazard.**

- e. **Asphalt Crack Seal & Seal Coat Update** – Asphalt crack sealing was delayed until Mid-August because the project manager we have been working with is no longer with the company. The project commenced Monday, August 13th, and is expected to wrap up as of August 17th.
- f. **Audit** – The Audit is underway, and there have been a few delays because of the new vendor. However, we expect this to wrap up shortly and be available for our Annual Meeting on October 18th.
- g. **Reserve Study** – The reserve study is underway, and is expected to be completed soon and available for our Annual Meeting on October 18th.
- h. **Fence Painting** – Fence painting and Monkey Manor Painting has been scheduled for late September. Additionally, we have asked him for a price to paint the pavilion at Whispering Pines Park.

7. New Business

- a. **Review of Request to Allow Chickens** – A homeowner has requested that the Board allow chickens at Eagle Ridge. The city of Spokane allows up to six hens, but no roosters. The homeowner has pointed out that chickens don't smell, make less noise than dogs, and wouldn't impact community spaces in the way that other allowed pets do. However, the CC&R's specifically prohibit poultry. After discussion, a straw poll was taken of homeowners in attendance, and they overwhelmingly expressed that they do not want chickens at Eagle Ridge. The Board agreed ~~to~~ not to allow chickens at this time.
- b. **Review of Weed Control Measures Used at Forest Ridge Park** – According to Jammin' Landscapes, the product that was used at the park was called Opensight, and it is commonly used in high traffic area's such parks, recreational facilities, and even pastures for grazing animal. It has a quick dry time typically 1 - 3 hours based off temperatures. It is an effective, commonly used herbicide for broad spectrum noxious weed spray. This is used all over town and is in compliance with County Inspector for the notice Eagle Ridge received. Homeowners in attendance asked that notification be sent before spraying is done. In addition, several homeowners expressed concern about the knapweed in the common areas. Eric explained that the budget for spraying has tripled in the last few years, and continues to grow. Homeowners suggested WEB research the use of goats to control knapweed, and call the Spokane county extension office to discuss strategies for controlling the noxious weed.
- c. **Little Free Libraries** - A homeowner has requested the placement of one or two little free libraries at Eagle Ridge. The cost for installing one library is \$475.00, but the cost for installing two little free libraries on the same day is \$650.00. During the discussion, a homeowner reported that Eagle Ridge had become big enough to qualify for a book-mobile. Cindy volunteered to contact the City to find out the details of a book-mobile. This is a better option because it will offer a higher variety of reading materials.

8. Open Forum

- a. **One homeowner expressed his concerns about the ten acres that is owned by the City. He requested that the issue of the land sale be posted on the intranet, and the communications committee tend to this task.**
- b. **Another homeowner brought up the condition of different homeowner yards throughout the HOA. Rockwood Property Management discussed their online picture system that will be put into place, so homeowners with infractions can see exactly what is out of compliance.**
- c. **A homeowner brought up a concern about the condition of the fire hydrants throughout the community. WEB Properties will contact the City to find out what the requirements are for painting the fire hydrants.**

9. Adjournment