

ESTATES AT MEADOWWOOD III HOA BOARD OF DIRECTORS MEETING

1215 N. King James Lane

03/9/2016 Agenda and Minutes

1. **Call to Order and Introductions:** Remy called meeting to order at 3:05 p.m.
 - a. Board Members Present: Remy Newcombe, Steve Wampler, Jerry Brown
 - b. Homeowners in Attendance: Terri Schmarr
 - c. WEB Properties: Eric Lundin, Sherry Sweeney

2. **2015 Financial Report (Year to Date)**
 - a. **Income YTD as of 02/29/2016;** \$48,290 Actual, \$41,932 Budget, \$6,358.00 Variance
 - b. **Expenses YTD as of 02/29/2016;** \$14,512.86 Actual, \$6,006.00 Budget, \$8,506.86 Variance. \$2,300 for Insurance, \$6,887.44 for Snow Plowing. The insurance is a timing issue.
 - c. **Account Balances as of 02/29/2016;**
 - i. Operating Account \$39,170.41
 - ii. Reserve Account \$36,793.07
 - iii. Savings Account \$13,536.60
 - iv. Total - \$89,500.08

3. **Old Business**
 - a. **Town Home's Drain Issue Strata Scheduling** – Angie Lemmon of Strata states that the test requires ground saturation and is part of the SRSR guide for the drainage evaluation. Her recommendation is to do the test in the spring. Strata needs enough time to secure a hydrant use permit, and can be onsite within a few days of the approval to move forward by the Board. Eric will contact Strata to schedule in April or May; he will also keep Rene Andres, Greg Kautz and the Board informed of timing.
 - b. **Updated Parking Rules With Townhome Rules** – WEB Properties updated the language of the proposed rules and regulations. Changed “Calendar Month” to “consecutive 30 day period,” and added “Habitual parking of vehicles is not permitted.” Additionally, WEB replaced specific times with “reasonable amount of time,” as appropriate to the context of the rule. Steve moved and Jerry seconded to adopt the new verbiage. The vote was unanimous. The CC&R's will be reverted to for noting the 72 hours parking limit anywhere.
 - c. **Emergency Neighborhood Directory** – Terri Schmarr has been working at collecting and updating the Home Owner's Roster with Eric.
 - d. **Storm Update** – WEB Properties is working with contractors to provide the Board with estimates for stump removal and fence repairs. Most contractors are very busy and it is difficult to get a commitment on time frames from our usual vendors. We do not want to allow unskilled and opportunistic vendors do work for us.
 - e. **Land East of Dunbarton** – WEB Properties worked with First American Title to research any easement at the vacant land owned by Bella Lago East of Dunbarton Oaks Road. We were

provided with the Statutory Warranty Deed and the Agreement for Payment of Road Construction Costs. There are two easements are for Utilities and for a Golf Cart Path. The easements are for Bella Lago Road onto the two parcels to the East and to the North, both owned by Bella Lago. Any further research would require pulling a title report at a cost of \$325.00 for each of 5 Easements. Eric will contact Homeowner Matt and Nicole Albright at 1213 N. Dunbarton Oaks Lane to provide Xerox copies of any official documents they have received regarding their concern of easements.

- f. **Review Manual Gate Operation** – WEB Properties worked with Ornamental Gate and drafted a manual gate operation manual. It has been reviewed by the Board for accuracy and understandability. Any changes will be made by WEB and re-submitted to the Board. Steve, Jerry and Terri will meet with Eric and Sherry to review instructions.

4. New Business

a. Landscape Bids –

i. Common Area and Townhome Landscaping Bid Review

- 1. **New vs. Old Map Review** – The Board added an agenda item for our next meeting to adopt a map to use regarding the townhome/common areas for landscaping.
 - 2. **Bids** – We have sourced five separate bids for the Board with a wide range of choices. From large companies to small companies, and a range of pricing from \$10,955.00 to \$17,110.00, there is a bid to suit the needs of the HOA. Steve moved and Jerry seconded to accept Senske’s bid which was the lowest. The vote was unanimous.
- ii. **Bark Bids** – Haase bid the bark replacement at \$930.00. WEB will get other bids that include the common areas at the townhomes and other bark areas.
 - iii. **Stump Grinding** – An “average” 12” Pine tree will cost between \$150.00 - \$180.00 to grind away. Depending on the size of the stump, we may be able to re-plant a tree where the stump was ground down. However, in some cases, stump removal might be required, and that can cost between \$350.00 - \$400.00 for the same 12” Pine tree. Eric will capture notes and send email to Board after reviewing fallen tree areas regarding stump grinding, bark and tree replacement.
 - iv. **Tree Replacement Bids** – The Homeowner at 1419 N Lancashire emailed WEB and would like the trees replaced in front of his residence that were blown down in the windstorm last November. WEB will get bids for the Board; Remy suggested checking with Greenleaf because they have a local nursery and might have good size affordable trees.

- b. **Spring Newsletter** – Timing and community events for the spring newsletter. Terri will contact new neighbors for approval for their names to be listed in the newsletter.

c. Host Rotation for Meetings –

- i. Wednesday, June 22 @ 3:00 PM at Jerry Brown’s home at 1203 N. King James Ln.
- ii. Wednesday, August 17th @ 3:00 PM at Steve Wampler’s home at 1307 N. KJL.
- iii. Wednesday October 19th @ 3:00 PM(Special) at Remy’s home at 1301 N. KJL.

- iv. Thursday, October 27th @ 6:00 PM(Annual) – Eric will reserve Liberty Lake City Hall
- v. Wednesday, November 16th @ 3:00 PM at Terri's home at 1215 N. KJL.
- d. **What Kind of Message Box** – There are two proposed styles, the Aarco for \$148.50 and the Norwood for 192.99. The Board voted approval as long as the total cost is less than \$400. Terri will work with Eric and Sherry to select the message box and post to install next to the town home's mailbox.

5. Open Forum

- a. **Enforce speeding violations** - Remy presented an article from the March 2016 publication of "The Splash" regarding the Legacy Ridge HOA worked with the Liberty Lake Police Department to meet requirements for a provision to the law RCW 46.61.419 to enforce speeding violations. Eric will follow up with the Liberty Lake Police department to see what has changed since he last approached them regarding implementing this for our HOA.
- b. **Gates Closed** – Jerry has been approached by 3 Homeowner's asking to close the security gates all of the time. Eric will research what process was used previously to vote on this issue and add to next meeting's agenda for discussion. Noted: Our current security gate motors may not withstand constant opening and closing,

6. Adjourn

- a. Jerry motioned to adjourn the meeting at 5:00 p.m.

Respectfully Submitted,

Terri Schmarr

Secretary/Treasurer for EMWIII Board of Directors