

ESTATES AT MEADOWWOOD III HOA BOARD OF DIRECTORS MEETING

Agenda and Minutes

1301 King James Lane

August 17, 2016 3:00 PM

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

2. **2016 Financial Report (Year to Date)**
 - a. Income YTD as of 07/31/2016 – Actual \$59,242.50, Budget \$61,227.00, Variance \$1,984.50. Delinquencies are at \$2,305.50. All but one are for half of 2016 dues.
 - b. Expenses YTD as of 07/31/2016 – Actual \$34,749.20, Budget \$28,479.00, Variance \$6,270.20. Overage caused by Snow Plowing and Strata Test.
 - c. Account Balances as of 07/31/2016
 - i. Operating Account \$29,886.57
 - ii. Reserve Account \$36,808.01
 - iii. Savings Account \$13,545.09
 - iv. Total \$80,239.67

3. **Old Business**
 - a. Townhome Common Area Drain Issue and New Strata Test: We reviewed the findings and Remy will contact the Project Engineer for further clarification.
 - b. Land East of Dunbarton review of documents – Eric contacted the City of Liberty Lake and was told an Emergency Egress Easement was required by Spokane County on the preliminary plat for Bella Lago. However, only phase 1 of Bella Lago was finally platted and it does not include the area where the easement was shown. Per Amanda from the City, it does not appear the easement was ever recorded, however after making a public records request, we have received a copy of the entire Bella Lago file on CD for review. We will ask a resident member to review.
 - c. Speeding Violation Enforcement – Remy will review letter, sign Agreement and return to WEB to distribute to Homeowners in Annual Meeting Packet.

4. **New Business**

- a. Next Summer Street Sealing – This years' crack sealing bid is \$951.13 which is consistent with the cost in years past. Jerry moved and Steve seconded to have this work done. Vote was unanimous. An estimate for a seal coat in 2017 is \$26,017.35, which is \$15.22 more than in 2012.
- b. Tree species to replace browning birch trees along mission: Eric will send Remy the Liberty Lake City Tree Guide to review and make selection.
- c. Aspen Tree in front of 1502 N Terrace Ln – Jerry moved and Steve seconded to wait before calling a vendor to cut down the tree. Vote was unanimous.
- d. Topics for upcoming Annual Meeting
 - i. Gates always closed.
 - ii. Delay Audit
 - iii. New Director
 - iv. Speeding Enforcement
 - v. Dues Increase
- e. Paint Approvals: The ARC Request form will be updated to ask Homeowners to provide a color swatch at least 3x3 inches in dimension.
- f. Battery back-up for Gates: Ornamental Gate was contacted for a quote for battery back-up for our security gates, but recommended that we do not purchase due to poor design; batteries continually run with motor and they go dead.

5. Open Forum

- a. Gordon Finch was contacted regarding landscaping 10 foot common area at the south end of Lancashire Lane in the townhome community after new home construction is completed at 1415 King James Lane. He will review and contact Eric.
- b. An Executive Board Meeting will be held on Wednesday, October 19 at 3:00 p.m. at Steve's home.
- c. Our HOA Annual Meeting is October 27, Thursday at 6:00 p.m. at Liberty Lake City Hall.

6. Adjourn – Jerry motioned to adjourn the meeting at 4:45 p.m.

Respectfully submitted,

Terri Schmarr

Secretary/Treasurer for EMWIII HOA Board of Directors