

**Estates at Meadowwood III Homeowners Association**  
**ANNUAL MEETING**

October 27, 2016 – 6:00pm  
City of Liberty Lake City Hall

**-Agenda-**

1. Call to Order: President Remy Newcombe called the meeting to order at 6:08p.m.
  - a. The Board of Directors introduced themselves: Remy Newcombe, Steve Wampler, Jerry Brown and Terri Schmarr as Secretary/Treasurer (non-voting Board member).
  - b. WEB Properties introduced themselves: Bill Butler and Eric Lundin
  - c. The Residents in attendance introduced themselves, stating what street they lived on.
2. Proxy Count & Establish Quorum: In addition to Ballots and Proxys mailed in before the meeting, a Quorum was established at 47 total votes with residents in attendance.
3. Proof of Notice of Meeting: Bill Butler showed examples of the mailings from WEB Properties to all property owners providing Proof of Notice.
4. Minutes of Previous Meeting(s):
  - a. Posted on [www.estatesatmeadowwoodiii.com](http://www.estatesatmeadowwoodiii.com) for Review.
5. Activity Report for the Year:
  - a. Strata Test – Remy reviewed The Board has been working towards finding out if the swale at the townhomes is draining water the way it was originally designed to do. Strata Engineering conducted a test this spring and found that the infiltration rate is moderately slow and that the drywell had standing water in it. The Board is considering several potential courses of action for next year to be sure the swale is working properly, i.e. having the dry well cleaned out.
  - b. Crack Sealing and Seal Coating – Bill Butler reviewed we have completed the crack filling project for this year. Next year, the Reserve Study calls for Seal Coating all the streets in the HOA. This cost is projected to be \$26,000.00.
  - c. Bark & New Landscape Vendor – Bill stated that after a long bidding process, your Board elected to change the landscaping company to Senske - We feel they have done a good job this year. They installed bark, and replaced the trees that were damaged in the windstorm inside the gates.
  - d. Change of Trees Along Mission – Bill and Remy reviewed that after spending several hundred dollars over the years, your Board believes it is time to change the type of trees along Mission. They are working with the City of Liberty Lake as well as our landscapers to ensure a good look at the entrance to the HOA that is also consistent with the rest of Liberty Lake.
6. Financial Report: Bill Butler reviewed the 2016 Actual/Fiscal Year Analysis. Overspending has been attributed to snow plowing and applying De-Ice. Residents were reminded not to shovel snow into the streets.

7. Reserve Fund Report: Bill reminded residents that the entire Reserve Study Report is on our HOA Website; a summary page was handed out at the meeting.
8. Old Business:
  - a. Community Outreach Committee - Terri Schmarr introduced members: Carolyn Knott, Marisa Intinarelli, Marilyn Bafus and Linda Mohlenhoff. Carolyn and Ed Knott hosted last year's successful Holiday Party. The group is looking for someone to volunteer to host the gathering at their home this year. Dan and Terri Schmarr hosted the Ice Cream Social this summer at their home. The group is looking forward to organizing another Ladies Bunco Night. Dennis Thompson won the Halloween-themed door prize at the Annual Meeting. Greg Kautz was recognized for his on-going work on behalf of our entire neighborhood. Greg takes it upon himself to adjust the common area sprinkler's timers when it's raining, fixes the light scape lights, manually opens the entry and exit gates in the event of a power outage and is the town home's liaison to WEB Properties and the Board. He is also very helpful to new neighbors; helping them with questions regarding their garage door openers and gate processes.
  - b. Plat Review for Property East of Dunbarton Oaks – We have reviewed the land East of Dunbarton Oaks to find an easement that may allow traffic to flow from a new development through our HOA. Because the development was not recorded with the City, that easement appears to be void. If an easement does exist, there is very little we can do about it, and until we find differently, we have very little recourse.
9. New Business:
  - a. Speeding Violation Contract – Bill reviewed the process that the HOA is working with the Liberty Lake Police Department to finalize an agreement that will allow them to monitor speeds in the HOA.
  - b. Vote to Waive Annual Audit –67% of the HOA must vote to waive the audit, or the audit must be performed for fiscal year 2016. So far, we have received 44 of the 52 votes required to waive the 2016 Audit. This is important because an Audit will cost the HOA approximately \$7,500.00. The cut off date to receive enough votes to delay the audit is April 15, 2017. WEB Properties will ascertain which neighbors haven't voted and these folks will be contacted.
  - c. Gate Vote Count – The Board of Directors is interested to know what the general feeling was about the current gate policy of keeping the gates open during the day. So far, we have received 47 votes on the subject, and of these, 37 homeowners like the current gate policy. Eric clarified that if a homeowner does not have a landline but has a cell phone number with a "509" area code, this can be used to open the security gate entrance after 7 p.m. for a visitor once the number is set up with Eric in the security gate alphabetical access code.
10. Election of Director: David Wyatt was voted to be our Next Director. He needed 38 votes and received 43 votes to date. Out-going President, Remy Newcombe, was recognized for her 3 years of work on the Board; serving 2 years as President. Remy initiated several process changes having WEB take over the management of the gate access code system, setting the agenda for Board Meetings, and having WEB send out emails from the Board vs. maintaining another email distribution list. Her analytical approach and engineering training helped to guide the Board to effective decision making. Thank you, Remy!
11. Open Forum:
  - Greg Kautz volunteered to follow up with Gordon Finch regarding the underground water pipe that was installed ~ 13 years ago that could be used in conjunction with the new water tanks to increase water flow for Dunbarton Oaks residents. Bill and Eric stated that the Liberty Lake

Sewer and Water Department said this work is not in the budget, but were told that the work needed to be done was not extensive.

- 15% Dues Increase: The Board will vote next month whether to increase the Dues 15% in order to not only have money for the Reserve Account, but also because inflation in vendor's costs have not been budgeted. This increase would be above the targeted amount of \$850 per year.
- WEB Properties will follow up with Gordon Finch regarding the dirt that has been emptied on the two vacant lots on Dunbarton Oaks. A homeowner is very concerned about mud flowing onto his property and ruining his landscape.
- Homeowners on Dunbarton Oaks apologized for what "may" seem like they're not stopping at the Stop sign at the corner with King James Lane. This is a blind corner with the slope of the hill not allowing perfect vision. No further action is to be taken; just raising the awareness.
- Power outages with regards to the security gate: Greg Kautz, WEB Properties, Current Board and some Past members have "Manual Gate Opening Instructions" in case the power goes out and the gates are closed and need to be opened manually. Terri Schmarr will visit with our neighbors west of our development to see about using their gate in case of an emergency.
- Matt and Nicole Albright wanted to let other neighbors who own homes built by Sullivan Homes know about the following website that contains information regarding defective siding: <http://www.certainteedfibercementsettlement.com> If neighbors have questions about the extensive process to follow to be reimbursed, they can contact the Albrights via email.

12. Adjourn: The meeting was adjourned at 7:30 p.m.

Respectfully Submitted,

Terri Schmarr  
Secretary/Treasurer Estates at Meadowwood III HOA