

# Board Meeting

**Date: February 23, 2018**

**Time: 7pm**

**Location: 4721 S Coyote Creek**

**Board Members in Attendance: Danna, Derald, and Jay**

**Other Attendees: Joanie Hallowell**

## Agenda

### **New Business**

1. Late HOA dues
2. New snow plow team
3. Hayden Homes response letter
4. ARC design guidelines
5. Sidewalk repair update
6. Sidewalk snow removal
7. Discuss reserve accounts for expenses vs. operating budget
8. No Trespassing Signage in neighborhood
9. New ARC committee members

## Notes and Action Items

1. Board will incorporate late fee of \$15/month for HOA dues. Board will refer to CCR's to have a written procedure of protocol for late dues greater than 60 days. Derald will research reporting to a Credit Bureau as well as Collections. Consider placing a lien when appropriate. Consider sending a letter to late homeowners advising them that failure to pay HOA dues may result in being reported to a Credit Reporting Agency as well as taking legal action.
2. Continue to monitor snow removal making adjustments to placement of excess piles. Keep snow off neighbors lots. Push snow into overflow parking as well as expanding snow at the entrance islands and end of culdesac.

3. Sidewalk clearing will not be the responsibility of the HOA. The Board as well as willing neighbors will give a good will attempt to clear snow from in front of the mailbox.

4. Danna to have phone conference with Attorney Kevin Roberts of Roberts and Freeborn to get our response letter back to Hayden Homes.

5. Jay is currently working with Derrick at Winkler Concrete to determine plan and timeline for our concrete repair of sidewalks.

6. Continue discussion of reducing operating costs with electronic billing for HOA dues as well as e-newsletters.

Discussed additional accounts for Reserve Account vs. Operating Budget for:

a). short term maintenance fund, b). long term funds c). operating expense account.

No decisions will be made until CPA Michelle completes assessment of our budget.

7. Derald suggested that current street signs may not have been installed deep enough under the frostline, causing them to lean. The Board will address current and future signs when the ground thaws. Signs may need to be placed 3 feet deep into the ground.

8. ARC committee members are needed. Will ask for volunteers in the next newsletter, reminding the neighbors of the opportunity to become involved.

9. Derald wrote outline of ARC Design Guidelines to share in upcoming newsletter.

Backyard layout that does not alter drainage, is not visible from street, and consists of non-invasive plants will not require ARC approval. Refer to 11.30 for prohibited plants. Any front yard changes to the original design layout must have ARC approval.

( Replacing/replenishing decorative rock or plants **within the original design plan** of the front yard does not require a pre-approval.)

10. Neighbors must consider size of shed or project prior to start. Colors for projects are to remain as stated in the CC&R's. Approved paint colors are at the Sherwin/Williams paint store located at 503 N Pines Rd in Spokane Valley, Reference "Arnold's Painting", subcontractor for Hayden Homes for accurate color match.

Meeting adjourned 9pm