



Annual Meeting Minutes

March 30, 2010

Meeting called to order at 6:05 PM

Location: Liberty Lake Sewer & Water

Present: Ben Scandalis, Gil Pierce, Katherine Funk, and Homeowners: _____

Meeting Minutes from April 22, 2009 Annual Meeting were approved.

Reports

1. **Sales** - FHA Financing has been very successful thanks to the resolutions passed last year. We have sold 22 new units so far, and expect to sell out this year. Marketing and Sells has a media campaign, TV ads, mailers, etc. We have adjusted the price strategy with a starting price and then upgrades. So far this has been very successful. At this time MetLife & Horizon Northwest is helping with financing.
2. **Financials**. We reviewed the 2009 Budget and Actuals and the 2010 Budget. Some specific budget line items reviewed were the snow removal, landscaping, master tree program, pool, on site person, insurance, .
 - a. **Snow removal** - We spent \$13,011.25 on snow removal in 2009, but only budgeted \$10,000 for 2010 because of the reduced amount of snow in the first half of the year.
 - b. **Mowing and other landscaping** was on budget in 2009. The contracts for 2010 were all awarded to Greenleaf instead of multiple contractors and an on-site person. Greenleaf will be handling all the landscaping including mowing, sprinkler repairs, and weed control. This will help reduce costs. The Master Tree Program was increase for 2010. All the trees will be treated for bugs using a system soil drench. This will avoid doing an aerial spray and is better for the trees.
 - c. **Pool Budget** - The 2009 pool budget was over due to a new federal law that required updates be made to the drains and pumps. There is a new spa cover being ordered that will fit better. The spa is too big for a hard cover, but the foam cover will go all the way to the sides and up a little bit. The pool will be opening April 20th. We have one person coming in for an hour a day to do maintenance on the spa and pool one hour a day.

- d. **Repairs & Maintenance** – this covers day to day maintenance like cleaning the gutters, breezeways, exterior light bulbs, painting, etc. We are looking for someone to do a day a week for these types of small projects. Also, looking for someone and/or some product that can clean the black tar off the stairs. Big Trout Conversion is putting up the new numbers for the buildings and Dave is changing the garage numbers. The garage door numbers will remain different from the condo numbers for security reasons.
- e. **Insurance** - The insurance premiums went up due to claims last year.
- f. **Comcast Cable & Internet** – we have negotiated with Comcast and the cable is \$30 per unit and the internet is \$6 per unit. In April 2011 the Board will need to re-negotiate the contract.
- g. **Technical Services** - there is a new technical services provider. He is less expensive than the last one, but just good.
- h. **Special Projects & Landscape Special Projects** – Nothing was budgeted last year for the special projects. We had some minor repairs associated to water damage that had nothing to do with frozen pipes. We also need to do some more crack fill and repair pot holes on the east part of the property. A regular maintenance schedule of every 3 – 4 years is being established for asphalt up keep. At this time the asphalt is about a 27 year life span remaining. Landscape Special Projects will help with improving drainage off the asphalt to reduce ponding.
- i. **Fitness Center** – there is a slight increase that will cover weekly cleaning and a new elliptical. The contractor Better Body Fitness is being replaced with Spokane Exercise.
- j. **Reserve Fund** – A reserve study was completed and it was recommended that \$50,000 be set aside each year. This fund is considered by finance companies for loans. It will be used to cover capital improvements for the fitness center, pool, buildings and so forth.
- k. **Community Events** – The two new Board members will be responsible for planning the community event(s). There can be one large party or a couple of small ones. Its up to you.

Resident Forum:

1. **Breezeways** – There are kids going through on bikes, and it is dangerous because if someone is coming out of a unit they might get injured. We can look at some scenarios. Are the kids from apartments or visitors? If we know which unit we can talk to Big Trout Lodge. Due to fire codes we probably cannot install a gate. Please = email suggests to hoa@rockwoodpm.com. They are also jumping bikes on swales & putting up a ramp.
2. **Website** - work order request – recently added to website or can call and leave a voice mail that will go straight to Gil – repair of hose bibs – this was done on purpose this winter to prevent freezing. Will be done every winter. Problem with unit above Don and Ben S is on it.
3. **Carports** – Kids are getting on top of the carports on the east

4. **Over watering** – there are places where walking through 2” of water every night last summer. This was a water sprinkler issue that we are fixing this summer.
5. **Pool & Exercise Room** – The pool is for condo owners only. People from the apartment side are coming over. Kids that do not live in the complex are also charging past people to get in. Kids that do live in the condos are letting up to 12 others in with out adult supervision. Everyone is encouraged to stop people that should not be in the pool area. This is trespassing and the police can be called. If they say they forgot their key tell them to go home and get it. There are age restrictions for the pool. A committee can be set up to review the rules. Maybe a homeowner would like to take charge of closing the pool at night. The cover cannot be set on a timer due to the danger of accidentally closing over someone. We will look at the look at the CC&R's, review the signage, and look at the lock issue.
6. **Pets** – It is dark around the dogi stations. Can solar spot lights be installed? We are having a big problem with waste being left on the ground. Some is from the apartments and surrounding neighborhoods. We can send violation letters to condo owners, and talk to Big Trout Lodge if we know who the violators are. If a dog is not being walked on leash then animal control should be called. One of the units is letting their animal use the deck and it is dripping down onto the patio below. We can send a violation letter. A cover under the deck can be installed to direct onto the grass.
7. **Exterior Lights** – the lights at the Big Trout Lodge pool were off most of the winter. The light helps on the condo side. Is there anyway to have the lights kept on for security reasons?
8. **Parking** – There is a big red truck that backs into her parking space. It is blocking the view when neighbor is backing out. The truck is allowed by the CC&R's. We can have a conversation with the owner and ask them to pull in instead of backing in.
9. **Decks** – Decks can be stained without ARC approval, but if painting them then ARC approval must be granted.
10. **Garages** – A garage can not be used primarily for storage (hazardous materials cannot be stored in a garage) and then park in front of the garage. Car repairs can be done inside the garage, but not in front of the garage.
11. **Reserve Study** – According to the reserve study the dues should be increased in 2010 & 2011. That is only a suggestion. If you look at the budge we have over \$200,000 in the reserve. We evaluate the dues every year and will still have nearly \$30,000 after paying the bills. The roof currently has 20 years of life remaining.
12. **Newsletter & Community Website** – We will be publishing a newsletter. Remember we should sell out in the next year and this will be up to you. Can we set up a community website or BlogSpot? We will check to see if the resident portal can do this.
13. **Parking** – There are only three parking spaces available for guest on one side. We have scheduled resurfacing and restriping. We will be able to add some parking. Are there any plans to install no parking signs? There are workers parking in front of the mail boxes. The conversion will be done soon. We can check with the company that is resurfacing to do a stencil.

14. **Meetings** – Can we have meetings twice a year? The Board of Director will meet more than once a year and the meetings are open to homeowners. Besides additional meetings, the newsletter is a good way to follow up.
15. **Window & Siding Cleaning** – We don't do window cleaning. What options are available to have the windows cleaned once or twice a year? We can recommend some people to clean your windows. Last year we did do siding and garages, but only about ¾. This year we will contract this out and have a more defined schedule and increased accountability. We will also be cleaning the soffits, back side of the steps, etc. much more thoroughly. We will be doing doors.
16. **Carports** – Are the carports spoken for? Yes, each carport and garages is recorded with a unit with the county. The garage numbers are different from the unit numbers for security purposes. Emergency personnel will know which unit to go to. They are very familiar with the community.

Old business:

1. **BBQ Grill Restriction** – Don Davisson made a motion that we rescind BBQ restrictions. There is no fire code in Washington that restricts Brickett BBQs. No one seconded the motion.

Board member:

Each nominated person given a chance to introduce themselves: Don Davisson, Zachary bull – no show, Susan Parker, Mike Parker, nominations from the floor: Gary Gough

Don 14 votes

Susan 33

Mike 1

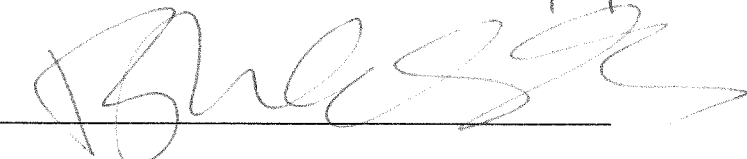
Gary 27

New Board Members are Susan Parker & Gary Gough.

Meeting Closed 9:45 PM

Meeting Minutes Recorded by: Katherine Funk, Rockwood Property Management

Meeting Minutes approved by Board, 7/23/10, 2010



Ben Scandalis