



## 2019 Annual Meeting Minutes

6:00pm on May 2, 2019

Indian Trail Elementary

4102 W Woodside Ave, Spokane WA 99208

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In Attendance: Ben Phillabaum, President  
Sharon Halstrum, Vice President  
Dan Mencke, Secretary  
Pat Butler, Treasurer  
Jeff Marsh, Director  
Gil Pierce, Association Manger, Rockwood Property Management  
Dori Ramsey, Field Inspection Specialist, Rockwood Property Management  
Melissa Owens, Association Admin, Rockwood Property Management

The 2019 Annual Meeting of the Ponderosa Ridge HOA Membership was called to order at 6pm.

Gil provided introductions and thanked the Board Members for their efforts in collecting proxies to support quorum tonight. Budget handouts were provided to meeting attendants and are attached to these minutes.

### **Budget Review – Main Association**

- The Association plowed Sundance Drive, which is a public street but feedback from the membership indicates this is a worthwhile expense.
- 5% increase in landscape costs results from cost of living increase including increase in minimum wage and steady utility rate increases.
- Meeting expense will be a bit over due to use of Indian Trail Elementary instead of prior meeting spaces, which were unavailable this year. The Association welcomes future meeting space suggestions. Woodridge School was mentioned as a possible meeting space.
- Assessments were increased by \$2 in 2019 to account for these variances.

### **Budget Review – Private Streets**

- \$6000 was allocated to the reserve fund for maintenance of private streets
- Net cash flow was \$30k in 2018. Excess funds will be allocated to reserves to offset future repairs/replacements. If cash flow continues to increase beyond prudent reserve funding, the budget will be adjusted accordingly.

## **Budget Review – Rosebury Commons, Townhomes and Cottages**

- The Townhomes and Cottages hasn't established financial stability on par with other parts of the community. The Board is working to improve security through prudent financial planning.
- No reserve funding is scheduled for Rosebury Commons as they do not have assets maintained by the Association.
- A question was raised regarding variations in the amount of income collected from year to year. The Association is on cash basis so the income reporting is actually what was collected in each month.

## **Member Concerns**

- Violation reporting; nobody likes to report violations but Association has an intervention process designed to keep reporting anonymous. Please contact Rockwood Property Management to report violations.
- Street trees; Owners are reminded that street trees adjacent to their property fall under the Owner's duty to maintain. Specifically, treatment for aphids on Sundance Drive will greatly benefit the aesthetic and health of the trees.
- Community BBQ; a BBQ is scheduled but we're not planning a movie this year because it wasn't well attended. If the community is interested in a movie in the future, please let us know.
- Lawn mowing; concerns regarding quality of landscaping on private lots by the Association's vendor were raised. Gil asked that any such concerns be reported to him ASAP. As a follow up to this question, the member requests a list of products that are utilized by Greenleaf Landscaping.
- Linden Ln; Greenstone will wash the street once construction is complete. Concerns regarding specific lot construction should be directed to Greenstone by the homeowner. The Association does not have the power to direct Greenstone.
- Native greenspace irrigation (between Rosebury and Linden); one nozzle is broken and several are leaking. Another is head is broken on the corner by Juniper. Homeowners are asked to report irrigation concerns to Rockwood Property Management right away.
- Cracked sidewalks not related to new construction, how frequently are they inspected/repared? Sidewalks adjacent to homes fall under the homeowner's responsibility.
- Reserve Study was requested; we're happy to collect a reserve study upon the Board's directive.
- Meeting frequency; annual meeting is held once per year with 2-3 board meetings in the year following.
- The Association intends to remove dead trees from the native common areas.

## **Board of Directors Vote**

One nomination was presented from the floor: Grant Dixon

Candidates were invited to introduce themselves in advance of balloting; Sharon Halstrum, Dan Mencke, Ben Phillabaum and Grant Dixon.

Ballots were cast and with 34 of 44 votes in favor, Sharon Halstrum, Dan Mencke and Ben Phillabaum will serve for another two years.

Meeting adjourned 7:20 pm