

Rocking R Homeowners Association

The meeting was called to order at 6:02 by Britt Madison. The board members attending were introduced as well as Heather Barajas from HOA Administration. A quorum was present. There were 35 owners lots represented and 39 proxies.

Kellie Palm took the floor and notified the members of the purpose of the meeting, which is to elect Directors. The Mission Statement was read to the membership.

The agenda was presented.

Scott Poorman, Attorney, took the floor. Scott discussed the Association and the common areas. Scott was asked to review the original documents including the original filing of the application. There were some changes that the city proposed to the application. The changes were noted as "Sidewalks are to be put in by developer to City Standard throughout the subdivision on private property and maintain. The Planning and Zoning Commission reviewed the application. Berms and decorative fence around part of the subdivision on Maple, Wyoming and Buckles up to the entrance of the subdivision. The Association must maintain, manage and repair the six common areas, the improvements within the exterior landscape area between Buckles, Maple and Wyoming and the perimeter fence on those roadways. The plants, trees, shrubs in the areas, the sprinkler systems installed within those areas and the asphalt path that runs along Buckles, Maple and Wyoming between the public roadways and the perimeter fence. The association is not obligated to manage, maintain or repair the interior sidewalks and grassy swale areas, including the asphalt sidewalk along Cattle Drive.

HOA Administration-Heather introduced herself and Nanci Hawkins. She gave background about HOA Administration a division of Property Management Service Corporation. HOA currently manages over 18 associations in North Idaho. Heather outlined the services provided to the association. The cost to the association is \$500 per month plus cost of supplies (copying and postage). There are individual fees for special requests like attending the meetings. The management company maintains the database, collects and deposits the association fees. The invoices that are approved by the board will be paid and the contracts reviewed and maintained by HOA Administration.

The 2014 Actual vs budget was presented. The 2015 budget

Notes in the association. The board needs to research the sale of the back lot to a developer that is not in the Rocking R. The new board will need to form a committee and move forward quickly to get a resolution to the asphalt, and the maintenance of it.

General questions answered by Scott Poorman: There was an addendum to the CC&R's in 2005 with an amendment regarding the maintaining of the trees on the outside. In regards to maintaining empty lots with the sidewalks, the owner of the lot is responsible.

The incoming board will investigate the lot that was sold to a developer outside of the association. The new Board will form a committee to review the asphalt sidewalk along Cattle Drive to see if it is something the HOA Membership wants to take over the maintenance of. Currently the HOA is not responsible for maintenance. They will review the cost of maintenance replacement, liability insurance etc. It will then be presented to the HOA Homeowners for review and a 75% vote would need to be passed for approval.

In regards to violations; the incoming board will receive the information from HOA Administration regarding the letters that need to be sent. The board will then set up a policy and a procedure for violation notice and enforcement, which HOA Administration will implement. Members are asked to address their questions and

complaints to HOA Administration. The web site also has instructions for lodging a complain. It was noted that some complaints are issues for law enforcement not the association. The management company does not do the enforcement, only the administrative side as the board directs. Some owners have been out of compliance for a long time.

It was also noted that a new ARC committee will need to be formed. This committee will review the current items that have been submitted recently. Members were reminded that the city may also have to approve certain changes on the property. The ARC was also going to be responsible for CC&R Compliance. This may change with the new board. Members were asked to participate and volunteer for committees. Each Committee will have a chair that is a member of the Board of Directors.

A member of the association wanted to go on record commending Heather and HOA Administration for their services. Several members expressed their appreciation to the current volunteers who have served on the board.

2015 Budget was presented to the members and the draft made a part of the minutes. It was noted that the board can increase the dues by 10% without a vote from the membership. There was a landscape bid request sent out to several companies in the area. There will also be some revisions on the vendor contracts, this upcoming year. Two bids have been received. All bids will remain sealed until opened by the board in a closed session. Delinquent owners: Liens can be placed on the property in many situations. The board will review each case prior to making the decision to file a lien.

The board is looking at sealing the sidewalks, which will be funded out of the reserve funds.

Financial Statement: The association will send an end of year report to all of the members. A monthly report was requested by one member.

The maintenance and management contracts were reviewed by the attorney, Scott Poorman after the board reviewed them.

Block Watch. Bob – Chair of the neighborhood watch asked for owner participation. He reported that currently there are 87 owners participating.

Election of Board members: Candidate statements were reviewed. Each position will hold a 1 year term. Gary and Sherry are stepping down. One of the current board's goals is to establish staggered terms for the board members serving as Directors and Officers. The Slate of Directors were presented.

1. Bill Miles
2. Kellie Palm
3. George Petersen
4. Britt Madison
5. Derek Jones

Mrs. Washington made a motion to accept and close the nominations and accept the slate of directors as presented, Mr. Wilkins seconded the motion. Motion carried unanimously.

The meeting was adjourned at 7:30pm

Respectfully submitted
HOA Administration