

AUTUMN CREST HOMEOWNERS ASSOCIATION
ANNUAL MEETING
Tuesday, October 4, 2022

On October 4, 2022, the **Autumn Crest Homeowners Association** held its annual meeting at the Valley Bible Church, 3021 S. Sullivan Rd., Spokane Valley, WA

Board Members Present: **Bryan Mann**, President; **Adrian DaSilva**, Vice President/Secretary; Absent: **Pam McLaughlin**, Treasurer; and **Daniel Schlichting**, Member-at-Large.

The meeting was called to order at 6:36pm by **Bryan Mann**, President of the Autumn Crest Homeowners Association. He welcomed those in attendance and thanked them for their participation. Participation is key to the success of the association.

NOTICE OF MEETING: Notice of the meeting was given as dictated in the By Laws. There were 22 homeowners represented (both physically present and by proxy). This exceeded the required 20 homeowners needed for a quorum. The meeting was held as planned. (It should be noted, however, that the original count was 19 homeowners represented at the start of the meeting. Bree Mann then offered to leave the meeting and return to the neighborhood to secure the necessary extra proxy to satisfy a quorum. She quickly returned with three additional proxies.)

APPROVAL OF THE OCTOBER 2021 ANNUAL MEETING MINUTES: Homeowners were asked to review these minutes prior to the meeting and bring questions up if needed. **Byran** read highlights from the minutes. No one offered any additions, questions or corrections; therefore, the minutes were accepted as presented.

WELCOME AND INTRODUCTIONS: **Bryan** introduced the members of the board listed above. He also introduced the current members of the Architectural Control Committee: **Dale Sienknecht**, Chair; **Adrian DaSilva**, **Mikel Strand**, **Wayne McLaughlin**. Former members; **Gary Wheeldon**, **Steve Solberg**, **Kristen Mead** resigned earlier this year.

COMMITTEE REPORTS:

ACHA Architectural Committee: The members have been working on many different projects coming up. **Dale Sienknecht**, ACC Chair, wanted to remind everyone of the following:

- Please use the ACC form to process requests. It can be downloaded from the website.
- Avoid last minute requests. Give the ACC at least a week to process.
- Provide actual color chip samples, roofing material samples, building material samples, etc. We then put them in the file for future reference.
- Please reach out with any questions

Neighborhood Watch and S.C.O.P.E.: Bryan advised there is currently no one in charge of our Neighborhood Watch and SCOPE committees. He solicited any suggestions from homeowners who may be interested in filling these roles. No news was reported at the time of the meeting.

NEW HOMEOWNERS: Bryan reported two new homeowners to the Association. **Sean and Mallory Lanphere** of 15217 E. 22nd Ct. and **Christopher Jacobs** of 2019 S. St. Charles Rd.

REPORT OF THE BOARD:

Treasurer's Report:

- Presented by **Bryan Mann** for **Pam McLaughlin**. Current balance is \$7,225.14. Year-to-date spread sheet was shown.
- There were some items that were over budget which resulted from inflation. However, the entire financial report was well under budget.
- Report was accepted as presented.

Reserve Study:

- Bryan reviewed the study done by a third party to maintain a budget needed to keep things moving as necessary for the next 30 years.
- By State law, this study must be done every 3 years to ensure the Association is current with the correct amount in reserves.
- If the amount of the budget that goes to the reserve is more than 5%, then the association does not need to complete this study.
- The Association will use the Cash Flow Method as revealed in the study as its preferred method of budgeting.
- The newly created budget allows for “reserve funds” that prevents the “roller coaster” rides the Association has experienced in the past to pay for large ticket items (fencing, mailboxes, irrigation repair, etc.) This reserve or “sinking fund” will provide enough money to address almost any future need without having to raise dues to pay for such items.
- The 2023 goal for ACHA is to become current with all applicable laws relative to the guidelines of the Reserve Study.

WUCIOA:

- This new law (effective 7-1-2018) governs the way budgets are passed and handled within homeowners' associations.
- All budgets are passed based off the proposed budget by the board.
- The budget is automatically passed unless specifically rejected by a majority of the homeowners. If it is rejected, the budget reverts back to the previous year.
- ACHA is grandfathered in the process with the exception of how the budget is approved.

Budget Presentation, Review and Approval:

- Bryan presented the 2023 Budget which included the following:
 - An explanation as to why certain items were being moved over to the Reserve Fund category. These items are not running expenses and are set aside for payment when needed. (e.g. Legal, irrigation repair, fencing, etc.)

- o The General Expenses equals \$150 per household per year. This is not expected to increase except to accommodate inflation.
 - o The Reserve Fund expense equals \$140 per year per household. This expense is expected to hold steady until such time as we reach the total overall Reserve Fund total as recommended by our Reserve Study.
 - o The annual dues total of \$290 is expected to hold steady for the next three to five years.
- Bryan submitted the budget as described and opened the floor to anyone who wanted to make a motion to reject it. No one rejected and the budget passed.

ELECTION OF BOARD MEMBERS:

Bryan opened the meeting to elect new members. There were no nominations for additional members to the existing Board. The existing Board members will meet by October 14 to determine Board positions. There must be a minimum of three members in order to obtain a quorum.

UNFINISHED/ OLD BUSINESS:

- Political signs are allowed on the premises per State law. All other signage is regulated by Association covenants.
- There were no other issues from the current year that were discussed.

NEW BUSINESS:

- The ACHA website is going to be redesigned. **Bob Allen** will pass on the platform infrastructure to **Bryan** who will manage the site.
- Should the need arise due to lack of Board members (or time) to deal with the Association's administrative needs, there is a contractor who specializes in this service. The cost will be about \$8,000 per year for the Association. (\$80 per homeowner per year). We don't expect it to come to that, but we must be prepared.
- The question was asked if a home can be an Air BnB home in the Association. The Board will review this question and respond accordingly.
- A homeowner expressed concerns about strangers in the neighborhood coming into contact with neighborhood children. Any such activity should be reported to the authorities. Perhaps this will be an incentive to some homeowners to become involved in the Neighborhood Watch program.
- A homeowner reminded us about parking violations on the rise. It was determined that communication with the violating homeowner is the best approach instead of proceeding with legal action.
- Attendees were reminded about landscape violation in which trees and bushes were hanging on the fence.
- Speeding cars at the intersection of St. Chares and 22nd Ave. was a concern, especially when children are around the intersection riding their bicycles and

going to school. The Board was asked to contact City Hall and see if a STOP sign can be installed at that intersection.

Bryan thanked the homeowners for attending and the meeting was adjourned at 8:10pm.

Respectfully Submitted,

Adrian DaSilva

Vice President/Secretary

Autumn Crest Homeowners Association