

**CLOS CHEVALLE HOMEOWNERS ASSOCIATION
CCHA BOARD MINUTES
Wednesday, June 14, 2017
8:30-11:45 a.m.**

Present: Lew White, Jim Gurke, Jim Batdorf, Tom Buell, Pamela Ahl

Call to Order: President Lew White called the meeting to order at 8:35 a.m.

Minutes: The May 10, 2017 Minutes were Board approved.

Presidents Report: Lew White

- Lew White outlined the RCW requirements for Reserve Studies. He indicated that if the Board chose not to contract for a formal Reserve Study, 35% of the owners could request that a study be contracted. The Board discussed the cost and rewards of such a study and decided to forgo a formal study by an external contractor, in favor of the Board managing reserve levels without the expense of an external contractor. The Board also agreed that it would inform Owners of its decision and if 35% or more of the Owners wanted to engage a formal Reserve Study, it would be budgeted for completion.
- Regarding the annual Owners meeting; Saturday, September 2, 12:00-2:00 p.m. was selected as the date and time, to be followed by the Annual Owners Picnic at 3:00 p.m. Potential issues to be voted on could be: election of Directors and whether to engage any external firms to audit the HOA financials or conduct a reserve study.
- Informational items to be presented at the Annual Meeting would include/but not limited to: Committee Reports, Reserve Study and Bear Mountain Ranch Road winter plowing.
- The Board agreed to study “term limits” in 2018 and prepare recommendations for September 2018’s Owner’s meeting.
- Lew raised the topic of home rentals in Clos CheValle and whether new terms need to be considered. After some discussion, the Board concluded that the Covenants seem to cover the subject adequately for now (one month minimum rentals with executed lease required) however if new issues arise, it would be revisited.

Treasurer’s Report: Tom Buell

- Tom presented the Income/Expense Report and the Financial Transaction Report for the month of May 2017.
- The \$50,000. CD is up for renewal in July. At renewal, the Board discussed breaking down the CD into smaller increments with staggered renewal dates and depositing \$10,000. into an interest bearing account for unforeseen Operating Expenses.
- The March-April Maintenance bill has not yet been received from Lakeview.
- The Board discussed moving the yearly Assessment due date up a month from May 1 to April 1 in 2018.

- Tom will contact the attorney regarding a service contract between Lakeview and CCHOA for winter plowing on Bear Mountain Ranch Road. Liability issues are a concern.
- New owner address and contact information will be received by Tom from the Title Company. Pam Ahl, Secretary will update the Owner contact list with each new listing.
- Tom will contact Conover Insurance regarding the cost of an Insurance Rider to cover Committee members and Volunteers.

Facilities Committee Report: Jim Batdorf

- Jim B will meet with Scott from Moe Asphalt and walk the trail system to discuss what repairs need to be made throughout the entire trail network. Scott will then present a bid for trail repair. Upon Board approval, trail repair will begin during the spring months of 2018.
- Gate fob refunds will continue to be handled on an individual basis. The fobs will remain priced at \$50.
- Jim is waiting to hear from an arborist regarding the Sumac trees.
- Ed Kamphus will put together a Scope of Work Document reflecting his work done each month so the Board can become familiar with the routine and expenses.

Architectural Design Committee Report: Jim Gurke

- Jim G gave his report on Prior Reviews and discussed each New Review that has been submitted in the past 30 days. A third section has been added to cover **Protective Covenants & ALDG Non-Compliance Communications**. Board members were issued an updated copy of the monthly report.
- An addition to the ADC Guidelines will be made, that requires Owners to provide a copy of appropriate building permits to the ADC prior to commencing excavation and/or construction of improvements.
- The ADC has approved black chain link fencing for yard and pool enclosures and will update the ALDG (Guidelines) accordingly.
- Lot 20-the Board continues to wait for final irrigation pipe relocation plan approval by the Water district and the ADC is awaiting a septic plan including drainfield location that may encroach onto the adjacent Open Tract.
- Lot 18-the ADC awaits the list of exterior materials and house colors for approval.

July Agenda Items

- Audit Discussion
- Prepare Survey Questions for Owners to submit before Annual Meeting
- Insurance Rider for Volunteers

The meeting was adjourned at 11:45 a.m. by Lew White

**Next scheduled Board meeting: 8:30 a.m., Wednesday, July 12, Lew White's home
Board minutes prepared by Pamela Ahl, CCHOA Secretary**

