

**CLOS CHEVALLE HOMEOWNERS ASSOCIATION**  
**Board Meeting Minutes**  
**November 19, 2020**  
8:30 a.m. - 11:00 a.m. via Zoom video conference

**Call to Order:** The meeting was called to order at 8:30 a.m. by Jim Gurke.

**Present:** Jim Gurke, Lew White, Bart Harmeling, Larry Peabody, and Lori Wentland. Kerry Albright joined for the Finance Committee Report.

**Approval of Minutes:** The draft meeting minutes of October 15, 2020 were unanimously Board approved.

**Finance Committee: Lew White**

- Lew presented the financial reports through October 2020.
- A motion was made and the Board approved a new policy recommended by the Finance Committee that the HOA may place liens on properties that are five months or more past due on their assessments at the owner's expense.
- Lew and Kerry reviewed the 2021 Draft Budget. With minor adjustments to be made and a final review of line items requested, the Board will seek to approve the budget at its December meeting.

**Facilities Committee: Bart Harmeling**

- Bart began his report by reviewing the snow removal criteria. Plowing is approved to be done if two inches or more of snowfall accumulates, or as conditions require. Buckets of sand will be put out near gates and mailboxes.
- Bart gave an update on the maintenance of gates and key pads. He recommended a shroud to protect the keypads from heat, and discussed the solar power issues at the middle gate.
- Hernandez Landscaping's rates will increase by 3% for labor only, while fixed rates will remain the same.

**Architectural Design Committee: Larry Peabody**

- Larry sent the Board the monthly ADC report and summarized the active projects.
- Larry reviewed some issues expressed by neighbors about projects within the neighborhood. He also discussed continuing instances of non-compliance that the committee will address.
- The ADC is considering interested candidates for the open position on their committee following Shannon Kollmeyer's recent resignation.

**Secretary's Report: Lori Wentland**

- Lori sent the Board a draft of the 2021 calendars for review and approval.

**President's Report: Jim Gurke**

- Jim briefly discussed the initial findings while researching HOA property management companies.
- A letter to the BMWD Commissioners was sent regarding vacant lot watering practices and irrigation fees, with no reply to date. Jim strongly urged them to reconsider excessive increases on vacant lot irrigation water fees. A 3% increase in fees is expected across the board.
- Jim raised the need for a Board and Committee succession timeline and possible transition roles.

**New Business:** None

**Old Business:** None

**Next Scheduled Meeting:** Thursday, December 17, 2020, 8:30 a.m. via Zoom.

**Adjournment:** The meeting was adjourned by Jim Gurke at 11:00 a.m.

The minutes were prepared by Lori Wentland, CCHOA Secretary.