

**CLOS CHEVALLE HOMEOWNERS ASSOCIATION
CCHOA BOARD MEETING MINUTES**

March 6, 2019

8:30 a.m.-11:40 a.m.

Jim Gurke's home

Present: Jim Gurke, Larry Peabody, Lew White, Bart Harmeling and Pamela Ahl

Call to Order: Jim called the meeting to order at 8:40 a.m.

8:45 a.m.-conference call with owner Kevin Erickson

- A conference call was scheduled between the Board and owner Kevin Erickson regarding a Clos CheValle Group Facebook Page. We discussed with Kevin the written proposal we received from him outlining his ideas for a “closed” Facebook page available only to CC property owners. The page would not be an official HOA page, used for HOA communication nor will it be administered or monitored by the HOA Board. Kevin has agreed to be the first moderator and will put together a mock up Page for Board approval. The Page will only be used for general community information and photos. The Board approved Mr. Erickson's proposal, subject to final layout and wording approval. Jim will send an email to owners announcing the Page with a list of guidelines the owners will be asked to follow and to recruit additional moderators.

Minutes: The January 9, 2019 minutes were Board approved.

Finance Committee: Lew White

- Lew presented the Income/Expense report, the Account balances and the Financial Transaction Expense Report for the month of January. Financial statements for February will be sent to Board members next week adopting the, Board approved, change in Accounting Standards. Lew and Kerry Albright have determined that we should be reporting statements using the accrual method vs. cash. The accrual method gives us a better ability to report expenses in the month incurred and not when expense invoices are received.
- As of March 4, 25 owners have not paid their annual assessment. Emails have been sent to those with balances due, informing them that they will incur a finance charge if not received by March 15.
- No significant expenses were incurred in February however the snowplow budget could be over budget by year end due to frequent snowfall in January and February.
- 2018 Tax returns have been submitted and received by the IRS.
- Lew recommended and the Board approved, moving our monthly Board meetings from the 2nd Wednesday of the month to the 3rd Thursday of each month. This will increase our ability to collect expense invoices in time to produce timely statements.
- Lew has put together a draft Treasurer's Manual with procedural instructions and a Treasurer's calendar. Kerry is reviewing the draft.
- Lew is not pleased with the slow response from our current insurance agent so will research a possible replacement. VIP Insurance, in Chelan, has been recommended.
- Lew recommended and Jim made a motion to update our Assessment Payment Policy. The Board unanimously approved the update to late fees and assessment due dates. The Board agreed that the HOA reserves the right to initiate filing a property lien if assessments are not received by April 15.

- Lew attended an informational meeting held by the Bear Mountain Water District regarding ULID (utilities local improvement district). Clos CheValle is not within the ULID boundary so will not be affected nor will incur any fees with regards to the ULID projects scheduled for Hawk's Meadow and Bear Mountain Ranch.

Facilities Committee: Bart Harmeling

- Bart and Jim will meet with Shane Collins, Rocky Pond Winemaker to discuss vineyard mowing and maintenance around each vineyard and to continue communication regarding fence and deer issues.
- The Board discussed our snowplow service. Bart will speak with snowplow operator, Gabino and remind him not to obstruct the emergency road, hand shovel clear access to the mailboxes and to make sure the sight lines on both sides of each of the gates are not blocked. Next Fall, Jim will remind owners that they are responsible for access to the fire hydrants closest to their property during the winter season.
- Bart and Pam will walk the vacant lots to determine if there are any hose or sprinkler repairs need to be made and then reattach the hose bibs to the faucets and sprinklers. They will present a report, at the April 18th Board meeting, on how best to proceed with the vacant lot watering to stay within budget.
- Bart repaired damage from deer intrusion to the fence line surrounding the Clos CheValle property. Rocky Pond employees were able to herd deer off the property and so far the fence line has held. Bart is doing research on "one way" gates with regards to cost and efficiency of deer removal. He will report back to the Board on his findings at the April Board meeting.
- Bart will contact Mark Babcock to schedule the April street sweeping.
- The Board discussed the purchase of a photoelectric sensor safety beam for the middle gate as a safety precaution. The cost for the sensor and installation would be around \$800. The Board will consider adding this feature in the next budget cycle. The main gate also has a sensor wire that needs repair.

Architectural Design Committee: Larry Peabody

- Larry gave his report on the past month's activity involving the ADC. Board members were issued an updated copy of the monthly report.
- Larry has found a paint industry measuring tool that gauges how light reflective exterior paints are graded. 0-35 is Low LRV, 36-59 Medium and 60-100 High. The ADC requires that our exterior finishes not reflect 60 LRV or above.
- Lot 18-exterior paint was deemed too reflective by the ADC using the LRV gauge. The owners have submitted another color that is within the reflectivity guidelines and is awaiting feedback from the ADC.
- The Board discussed language in the CCHOA Covenants, pertaining to outdoor fireplaces and open flame. Larry has had several home builders ask him what is allowed. The Board agreed that propane fueled fire pits and fireplaces are allowed and that ember producing fire will not be allowed. Larry will draft language for Board approval to be added to the guidelines.

President's Report: Jim Gurke

- Jim will schedule a meeting with Shane Collins, Rocky Pond winemaker.
- Jim will contact Chris Snapp, spokesperson for BM Ranch, this Spring and will attempt to have Snapp comply with county weight restriction signs and timing.
- Chris Snapp will be contacted in the Fall, before the first snowfall, to remind him of our HOA's intent to continue plowing the lower BMR Road in the short term but not permanently.

Old Business:

- Moe Asphalt will be contacted regarding some noticeable tar strip/crack failures in the trails and roads from the June 2018 crack repair project.

The meeting was adjourned at 11:40 a.m. by Jim Gurke

Next scheduled meeting: Thursday, April 18, 2019, 8:30 a.m., Jim Gurke's home.

The minutes were prepared by Pamela Ahl, CCHOA Secretary