

**Clos CheValle Homeowners Association (CCHA) Board Minutes
December 14, 2016 – 8:40 a.m.-11:40 a.m.**

Attending Board Members: Lew White, Jim Gurke, Jim Batdorf, Tom Buell and Pamela Ahl

Action Items:

- **Previous board minutes approved**
- **Review and approve revised Late Fee Policy**
- **Review draft of the updated Architectural & Landscape Design Guidelines, (ALD Guidelines) will establish the new abbreviation**
- **Review draft 2017 Budget and Timeline**

Discussion was as follows:

Tom Buell proposed a draft of the 2017 Budget

***Effective 2017, annual assessments will be mailed in January and are due April 1**

***A 12% per annum interest charge on the outstanding balance, will be assessed monthly if the annual payment is not received by CCHA prior to May 1**

***2017 HOA fees should be increased at least \$100, given road project costs estimated but not yet finalized. Actual increase will be subject to results of final budget proposal.**

***Tom suggested the Board consider on next year's budget planning, that 2018 HOA fees to be due "net 30"**

***Review road maintenance bills to determine why 2016 was \$8700 more than 2015**

***2017 lot maintenance fees to be determined. Waiting for Doug Willcox to present the new rate fee for "mowing/moving irrigation hoses/brush trimming" each lot**

***Lakeview will bill Shannon directly for Safari lots**

***All vacant lot owners will now be billed for the 2017 season. The only exception is Lot 20 which is too steep to maintain**

Jim G. reviewed proposed revisions to the current ALD Guidelines.

***Preliminary discussion with the board on changes to the existing ALD Guidelines**

***All changes will be cross checked against Covenants**

***Keep ALD guidelines (that have been relaxed over the years) for future enforcement**

***Reintroduce "accepted plant palette" and the "disallowed plant list"**

Issues for January 11, 2017 meeting:

- **Review and approve final draft ALD Guidelines – Jim G**
- **Review approval limits for Facility Committee projects – Jim B**
- **Review insurance coverage for non-Board committee members – Tom**
- **Review signage for "sumac trail and temporary load limits"**
- **Review draft job descriptions**
- **HOA Webpage**
- **Review and approve 2017 Budget and Assessments-Tom**

