

**CLOS CHEVALLE HOMEOWNERS ASSOCIATION
CCHOA BOARD MINUTES
Tuesday, November 21, 2017
3:00-6:00 p.m.**

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

Call to Order: President Lew White called the meeting to order at 3:10 p.m.

Lew called a special meeting of the Board, which was devoted to the 2018 Draft Budget and to select a Landscape Maintenance Management Contractor. Recent bids for trail repair, root barrier and landscape contractor were discussed and will be included in the 2018 Budget.

Facilities Committee Report: Jim Batdorf

- On November 21, Jim did a walk through of the trail system with Scott of Moe Asphalt. A bid was received from Scott in the amount of \$16,517.00, plus tax. The bid for trail repair covers approximately 6300 sq. feet which includes saw cutting, removing and disposal of the damaged asphalt. Prepping the area to receive asphalt, repave trails with 2" of asphalt, crack fill remaining trails and to patch a small pothole on road. An area on the upper trail near the water tower needs to be added to the total bid.
- In addition to the trail repair, root barrier needs to be installed along parts of the trail to halt the growth of tree roots damaging the trail asphalt in the future. The labor bid for installing the root barrier was \$4000.00 (\$800. per day for 5 days). The approximate cost for materials is \$3000.00
- The Board reviewed the trail repair proposals and came up with a figure of approximately \$28,000. for the completed trail project. To keep assessments unchanged to owners, the Board discussed doing the project over a 2-3 year period.
- With the change of using a new landscaper, the Board discussed the probability of raising the Vacant Lot Maintenance Fee from \$200. per year to \$240. to cover mowing twice a year and moving irrigation sprinklers around each lot, 3 times a week.
- Gabino Hernandez of Hernandez Landscaping was selected as the Landscape Maintenance Management Contractor starting in the Spring of 2018. Pam and Jim B will meet with Gabino to go over the Boards expectations and to make sure we are all in agreement.
- The storm drains will be cleaned this Fall and cleaned every other year.
- Lew finished with the easement for the Lot 20 septic drain field to be located within the common tract for the benefit of Lot 20.

Treasurers Report: Tom Buell

- Tom presented the 2108 Draft Budget. Tom went over each revenue and expense line item, and with Board discussion, a draft budget was worked out. A preliminary budget will be provided to the Board by the end of November. A final proposal will be presented at the December 14 meeting with the anticipation of approving the 2018 budget.
- The Board does not anticipate drawing down the Money Market Fund except for end of year cash flow. Any money taken out will be reimbursed with 2018 assessments. The 2018 Budget will not include any planned additions to the MMF due to the Trail Repair project.

The meeting was adjourned at 5:40 p.m. by Lew White.

Next scheduled Board meeting: 8:30 a.m., Thursday, December 14, Lew White's home.

Board minutes prepared by Pamela Ahl, CCHOA Secretary