

CLOS CHEVALLE HOMEOWNERS ASSOCIATION
(DRAFT) 2024 Annual Meeting Minutes
September 14, 2024, 10:00 a.m.
Zoom Video Conference

Call to Order: President Jim Gurke welcomed the attendees and called the meeting to order at 10:06 a.m. Prior to the meeting, the meeting notice, agenda, ballot, proxy, 2023 draft minutes, and the committee reports were emailed to Owners.

Present Board Members: Jim Gurke, Bart Harmeling, Larry Peabody, and Karin Polzin
(Absent: Lew White)

Confirmation of Notice of Meeting and Quorum: Consent was received from all Owners for electronic notices to be sent. It was confirmed that a Notice of Meeting was emailed to all Owners on August 23, 2024, as required by the RCW, and that a quorum was established. In total, 12 ballots were received in advance, 11 proxies were received in advance, and 11 attendees lot votes were counted. A total of 34 lots were represented for quorum.

Approval of Minutes: The Draft Annual Meeting Minutes of September 9, 2023 were unanimously approved.

Board and Committee Introductions: Jim Gurke introduced the current Board members and thanked them for serving. He also thanked Lori Wentland for more than four years of board service as former Secretary. He recognized each of the Committee Members, including former Finance Committee Member Kerry Albright (who filled in for Lew White for the Meeting), and Randi Burchett who recently stepped off the Finance Committee, Facilities Committee members Pam Ahl and Doug Gibson, Architectural Design Committee member Joe Ahl, and up until recently, Jenn Norman. Sue Chappell was thanked for her continued service on the audit committee and Jim Kott who stepped away as webmaster. Chris Gurke was introduced as the new webmaster. Outside of board service, Jim recognized HOA members Bob Wentland and Karl Polzin for their generous service as Chelan volunteer firefighters.

Election of Board Members: The five current Board members accepted nominations to continue serving, if elected, for the new 2024-2025 term. No other nominations were received, either from the floor or by proxy. A vote to reelect the five nominees passed, with the Board then voting in favor of each board member retaining their current officer positions: Jim Gurke, President; Lew White, Treasurer and Finance Committee Chair; Karin Polzin, Secretary; Larry Peabody, Vice President and Architectural Design Committee Chair; Bart Harmeling, Vice President and Facilities Committee Chair.

Finance Committee Report: Kerry Albright for Lew White

- The Finance Committee Report and July 31, 2024 YTD financial statements were emailed to Owners on August 23, 2024.
- Kerry gave a summary of the YTD 2024 financials, reporting sound cash reserves, with the expenses managed within budget so far this year.

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- After a review of the financials and controls by the Audit Committee, it was once again recommended to continue with in-house audits. The motion to approve Resolution 1 to waive the annual audit was put to a vote and unanimously approved.

Facilities Committee Report: Bart Harmeling

- The Facilities Committee Report was sent to Owners via email on August 23.
- Bart reviewed maintenance activities performed in 2024, addressed issues, and gave an overview of upcoming short-and-long term projects, including entry gate systems for the two main gates, and street and trails pavement cracks sealing and repair.
- Doug Gibson continues as the contact for mailbox keys and gate fobs.

Architectural Design Committee: Larry Peabody

- The ADC Report was distributed to Owners via email on August 23.
- Larry recognized the work of Jenn Norman and Joe Ahl on the ADC. Jenn Norman recently resigned due to family move.
- Larry reminded Owners to contact the ADC before planning any work, and to make sure their project associates have a copy of, and abide by, the Architectural and Landscape Design Guidelines (ALDG). The ALDG document is posted on the HOA website.
- Larry reviewed a summary of the revisions and clarifications to the ALDG, following the board's recent approval of the September 2024 ALDG update, including among others:
 - Clarifications on retaining walls specifications and limitations
 - Single story homes with substantial walk-out basements may be considered by the ADC as two-story homes for the purpose of minimum square footage requirements
 - Added "power distribution structures" to list of examples of Ancillary Structures
 - Clarified that pickleball courts are also disallowed along with previously stated disallowed tennis and racquetball courts
 - Included hot tubs in 10' setback requirements for pools and spas
 - Clarified that exterior LED lighting should be warm/soft (2700 Kelvin or lower) and follow all existing guidelines governing exterior lighting
 - Added ADC application site plan submission requirements to also include elevation levels for all property corners, floors, roof ridges, patios and pool decks
 - Applications to the ADC for home design plans are to also include draft landscaping design plans at the time of initial submission
 - Updated Work Hours for construction contractors and landscapers to also prohibit work on four major holidays (January 1, July 4, Thanksgiving Day, Christmas)
- The ADC has fielded several complaints of lighting glare. **Owners are reminded that exterior lighting must follow all of the Guidelines (ALDG), in Section 4.9 (Exterior Lighting), posted on the HOA website.**
- Of the 67 lots, 48 homes have been completed to date.
- Site work/contractor hours and prohibited work days were reviewed.

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President's Report: Jim Gurke

- Jim discussed the latest updates regarding the Rocky Pond (Clos CheValle Vineyards, LLC) tasting room project, reporting that following ratification by the HOA members in 2023, the Third Amendment to the Protective Covenants was executed and recorded in October 2023, along with its related Agreement between the HOA and Clos CheValle Vineyards, LLC. Further, in June 2024 Clos CheValle Planned Development Amendment PDA 23-497 was approved by the Chelan County Land Use Hearing Examiner, subject to conditions favorable to the HOA.
- The Board will review the Draft 2024 Annual Minutes, email them to Owners within sixty (60) days of the meeting, and post them to the HOA website.
- Jim thanked the attendees for their participation, and asked all Owners to consider service on the Board or a committee.
- Prior to concluding, Jim asked for and received no further questions from the attendees.

New Business: None

Old Business: None

Adjourned: The meeting was adjourned by Jim Gurke at 12:10 p.m.

The Annual Meeting Minutes were prepared by Karin Polzin, CCHOA Secretary.