

CLOS CHEVALLE ANNUAL OWNERS MEETING MINUTES

September 1, 2018

12:00-2:00 p.m.

Chelan Fire Station

Present Board Members: Jim Gurke, Tom Buell, Jim Batdorf and Pamela Ahl

Absent: Lew White

Call to Order: Jim Gurke called the meeting to order at 12:10 p.m.

Presidents Opening Comments: Jim Gurke (filling in for President Lew White)

Jim introduced himself as Board Vice President, presiding in Lew White's absence due to his wife Barb's illness. Jim asked that everyone keep Barb and Lew's family in their thoughts and prayers.

Confirmation of Notice of Meeting and Quorum:

Secretary Pamela Ahl confirmed that a Notice of Meeting was sent to all homeowners as required by the RCW and that a quorum for the Meeting has been established.

- A total of 17 proxies were received and 17 lots were represented in person for a 51% attendance, exceeding the 34% quorum required by RCW 64.38.040.

Minutes: The 2017 Annual Owners Meeting Minutes were Owner approved.

Board Introductions:

Jim introduced all current Board members in attendance and recognized the contributions of non-Board members: ADC members Shannon Kollmeyer and Larry Peabody, "Webmaster" Jim Kott, Bookkeeper Kerry Albright and our newly formed Audit Committee; Steve Kennedy, Randi Burchett and Sue Chappell. Their contributions are greatly appreciated.

Audit Committee Report: Steve Kennedy

Steve introduced the newly formed Audit Committee, which includes himself as chair, Randi Burchett and Sue Chappell. The following were recommendations from the Audit Committee's first meeting on August 6, 2018:

- Increase the real estate transfer fee from \$50 to \$100. The recommendation was Board approved on August 8, 2018.
- Waive the yearly audit; the Committee believes that its review of the HOA financials and the structure for separation of duties is sufficient to warrant waiving an expensive formal audit. A motion to approve Resolution #1, to waive the yearly audit, was put forth for a vote to the Owners. The HOA vote was 100% in favor of waiving the audit for fiscal year 2018.
- Contact Bear Mountain Water District to find out how the district determines the approximately \$15,000 per year irrigation fee for HOA common areas.
- Investigate the legal requirement for a Reserve Study. The Board plans to follow this recommendation to pursue legal feedback on conducting a Reserve Study.

Treasurer's Report: Tom Buell

Tom distributed a Year-to-Date CCHOA Financial Report (1/1/18 to 7/31/18) on the financial condition of the HOA. The ending checking account balance is \$4407.41. Held in reserves for unforeseen expenses is \$10,209.54 in a NCNB Business Money Market account and \$40,263.22 in a Washington Federal 18 month CD.

- All assessments have been paid and are current.
- Tom discussed the additional income that will be budgeted for 2019 that comes with an agreement signed by Lew White, President CCHOA and Mark Babcock, President Grandview Village HOA on June 19, 2018, for the shared Park and Trails Maintenance expense between Grandview and Clos CheValle. Grandview will be responsible for 23% of the parks and trails maintenance and repair based on the prorata number of lots in Grandview (20) and Clos CheValle (67).
- Additional coverage has been added to our insurance liability policy. Tom recently spoke with Conover Insurance to review liability coverage as it relates to the BMR Road and the use of our trails and common areas by Grandview HOA. It was recommended that the addition of an umbrella policy in the amount of \$1M would provide an additional \$1M coverage for any common area or road liability issues that could occur. The additional \$1M umbrella coverage would provide \$2M in coverage and was Board approved.

Facilities Committee Report: Jim Batdorf

Jim B gave his summary describing the Common Area and Trail Maintenance projects that were completed this year.

- The largest project this year was the repair of the entire Trail system and the root barrier installation project. Root barrier was installed along the trails where the asphalt had buckled from root growth. Asphalt was replaced where it had buckled and then was sealed to prevent further weather and water damage. The project was started in April and finished in June.
- Mole barrier was installed in a retention pond at the end of Via Vista Lane to maintain the integrity of the pond and to prevent further mud runoff.
- Our property management team is retiring so a new landscape company, Hernandez Landscape Company, was hired last fall. Pam Ahl managed the new landscape crew this season. She will continue to fine tune maintenance of the gate, trails and common areas in 2019.
- Snowplow services will now be provided by Gabino Hernandez. Ed Kamphaus, who has done the plowing for many years, is retiring and will train Mr. Hernandez through the December snowfall.
- Dog waste left in the park remains an ongoing problem. Please pick up after your dog!
- Jim B announced that he will be stepping down from the Board and as its Facilities Committee Chair although he will still be serving on the committee along with Pamela Ahl and Tom Buell.
- Projects for 2019 will be a new self closing gate between Clos CheValle and Grandview Village to further prevent deer intrusion. Another project will be the eradication of the apple suckers that are seen throughout Clos CheValle. Owners

are reminded to spray or remove all fruit trees on their properties. The Dept. of Agriculture could fine lot owners if infected fruit is found to be contaminating commercial orchards in the area.

- Jim B will continue to distribute gate openers to new residents.
- The Board would like to thank Jim B for his dedicated Board service and his service as Facilities Chair for the past 3 years.

Architectural Design Committee Report: Jim Gurke

Jim G introduced himself and the two other committee members that have formed the 2018 ADC Committee; Resident Larry Peabody and Clos CheValle developer, Shannon Kollmeyer. If Board-recommended nominees are elected, the 2019 ADC Committee will consist of Larry Peabody as ADC chair and Shannon Kollmeyer plus one more member to be named. Jim Gurke announced that if elected Board President, he will be stepping down as ADC Chair to take over the President's duties.

- Work will continue on updating the ADC Guidelines in 2019 with exterior lighting issues being a priority.
- To date, 29 homes are now complete. 5 homes are in various phases of completion and 5 new home applications are pending or have been approved.
- The Board thanks Jim G for his dedicated service as ADC Chair.

Election of Board Members for the 2018/2019 Term:

Jim introduced the Board member nominations received for the 2018/2019 term and called for other nominations from the floor. No additional nominations were offered so the call for nominations was closed. A motion was received and seconded for a vote for those in favor of the list of nominees. The HOA vote was 100% for the 5 nominees elected to the Board and the new Board subsequently elected its officers as follows: Jim Gurke, President; Lew White, Treasurer; Tom Buell, Vice President and Facilities Chair; Pamela Ahl, Secretary; and Larry Peabody, Architectural Design Committee Chair.

Introductory Comments by Incoming President: Jim Gurke

Jim presented a list of Draft 2019 HOA Goals that he and the newly elected Board will consider at its first Board meeting.

- Maintain a high level of fiscal responsibility and integrity.
- Assure neighborhood safety and beauty as envisioned by our Protective Covenants and Guidelines.
- Foster increased self-adherence to HOA Covenants and Guidelines among our neighbors and owners.
- Develop improved relationship with Clos CheValle vineyard tract owners/operators.
- Develop a Board succession plan, including recruiting of Board and Committee member volunteers.
- Explore the feasibility of an HOA management partner.

The meeting was adjourned at 2:06 by Jim Gurke.

The Annual Meeting minutes were prepared by Pamela Ahl, CCHOA Secretary.

The draft 2018 minutes will be Owner considered for approval at the 2019 Owners meeting.

