

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

**October 18, 2018  
8:30 a.m.-11:58 a.m.  
Jim Gurke's Home**

**Present: Jim Gurke, Tom Buell, Lew White, Larry Peabody and Pamela Ahl**

**Call to Order: Jim Gurke called the meeting to order at 8:35.**

**Minutes: The September 12, 2018 minutes were Board approved.**

**Finance Committee: Lew White/Tom Buell**

- Lew presented the Income/Expense report, the Account balances and the Financial Transaction Expense Report for the past month.
- Lew presented a list of Budget Input Responsibilities for individual Committee members to prepare for the 2019 Budget. Lew has asked for the budget item costs due to him by November 8, the revised budget item costs due by December 7 and the final budget items due by January 4.
- A Budget Development Timeline has been added to the 2018 and 2019 calendars.
- Tom will submit a legal description of the BMR Road to Conover insurance. Conover will provide an additional \$1M liability umbrella to our coverage for any common area or road liability issues that could occur.
- In November, Lew and Tom will meet with Grandview to present the landscape maintenance invoices so that the Grandview HOA will have time to review the invoices before their December Board meeting. A final invoice will be sent to Grandview on January 2 and is due February 2, 2019.
- The Audit Committee recommends that the Finance Committee create a Finance/Treasurer Manual and also recommends that the Board budgets an additional \$5000. for our savings balance.

**Facilities Committee: Tom Buell/Pamela Ahl**

- A meeting has been scheduled on October 29 with Gabino Hernandez. Hernandez Landscape will plow Clos CheValle and BMR Roads, during the 2018/2019 winter season. Meeting agenda items will include: the Snowplow/Ice Control Agreement, a review of the 2018 landscape season, an irrigation bid for upgrading timers and input regarding the eradication of apple suckers.
- Jim Batdorf will supervise an upgrade to the stone building near the park for storing irrigation supplies. Jim B will add new shelving and rodent proof the building.
- The portable toilet has been closed until March 2019.
- Tom and Pam will refine the Facilities duties list and fine tune the team assignments for the 2019 season.

### **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 announced that full time resident Kevin Bennett has been named to join the ADC Committee.
- Lot 20-Larry and Kevin made a site visit and spoke with lot owner, Bob Wentland regarding slope stabilization and it was agreed that the construction of a retaining wall below the slope will be required. Rock and mud cleanup along the walking trail was also addressed.
- The ADC will develop an Owner's Checklist to assist owners as they plan and propose their new home. The checklist will be posted on the CCHOA website.
- A total of 31 homes are now complete, 6 homes are currently under construction, 3 homes are pending or are approved by the ADC and 4 homes have expected construction start dates in 2019.

### **Secretary's Report: Pamela Ahl**

- Pam will mail the 2018 Board approved Draft Annual Meeting Minutes to all owners by the end of October.

### **President's Report: Jim Gurke**

- Jim has asked Pam to prepare the 2019 Board calendar.
- Attorney Jeff Fehr will be contacted about becoming our legal representative. One of Jeff's duties would be to keep up with any changes to the RCW so that the CCHOA remains informed and in compliance with RCW Guidelines.
- Jim will set up a meeting in February with Shane Collins/David Dufenhorst of Rocky Pond Winery to discuss vineyard maintenance, standards for deer control and communication protocol.
- Webmaster Jim Kott will continue to update the CCHOA website during the month of November. The 2017 and 2018 minutes have been posted.
- To avoid the sharing of contact information between owners, the Board agreed that when an email is sent to all owners, a bcc will remain the policy. If a request is made to contact an individual, then a decision will be made on a case by case basis.
- Jim Gurke was informed by Chris Snapp, spokesperson for Bear Mountain Ranch, that they are hoping to update the road agreement for Bear Mountain Ranch Road and renegotiate the percentages of prorata maintenance responsibilities for BMR Road among the various BMR entities and property owners (Bandera, golf course, orchards, etc.) Mr. Snapp confirmed that the renegotiation does not involve Clos CheValle in the allocation of maintenance expenses.

### **Old Business and New Business: None**

**The meeting was adjourned at 11:58 a.m. by Jim Gurke.**

**Next scheduled meeting: Wednesday, November 14, 2018, 8:30 a.m. at Jim G's house.**

**The minutes were prepared by Pamela Ahl, CCHOA Board Secretary**