

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

January 9, 2019

8:30 a.m. – 10:40 a.m.

Jim Gurke's home

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

Absent: Bart Harmeling

Call to Order: Jim Gurke called the meeting to order at 8:40 a.m.

Minutes: The December 12, 2018 minutes were Board approved.

Finance Committee: Lew White

- Lew presented the Income/Expense report, the Account balances, the Financial Transaction Expense Report for the past month and the 2018 Year End Financial Review.
- The final 2019 Budget was presented to the Board for approval. The Board agreed to bump the snow plow budget from \$2300. to \$3000. for BMR Road and from \$4000. to \$5000. for Clos CheValle which would be a total increase of \$1700. Jim asked for and received from the Board, a motion to approve the 2019 Budget. The motion was unanimously approved. The Board wants to thank Kerry Albright and Lew White for their work in putting together the 2019 Budget.
- Payment was received from Grandview for the 2018 Park and Trails Maintenance season. Lew will bill Grandview on a monthly basis for their portion of the Parks and Trail Maintenance starting in 2019.
- Our registered agent Kerry Albright will send Assessment invoices, the 2019 Budget and the President's letter to all owners. She will also submit our State Filings and the Board Officer update to the state by January 15.
- Lew presented recommendations for managing our CD Accounts, Money Market Account and Checking Account Balance for 2019. Jim asked for and received from the Board, approval for the recommendations. The motion was unanimously approved by the Board.
- Lew is working on a Financial Manual for the Finance Committee to use as a guideline and reference.

Facilities Committee: Jim Gurke filling in for Bart Harmeling

- Jim asked the Board how we felt about the new snow plow service so far this winter. Everyone agreed that there has been improvement each time they plow. Lew let us know that the invoices do match up to the plowing dates and hours.
- Jim and Bart will meet with Rocky Pond Winery owner, David Duffenhorst and Shane Collins, winemaker, later this month or February, depending on availability. The discussion will cover vineyard mowing and maintenance around each vineyard, deer and fence issues and to clarify communication channels for the 2019 season.

- Jim reported that on the evening of January 8, both gates at our main entry were damaged by an unknown vehicle. The gates are bent and inoperable. They are scheduled to be repaired later next week by Irish Iron.
- Bart and Pam will meet to discuss the Facilities duties and fine tune the team assignments.
- An agenda item for the February meeting will be future road maintenance in reference to some noticeable tar strip/road crack failures from June's crack repair project done by Moe Asphalt.

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.
- Lot 18-Larry spoke to owner Kevin Erickson regarding Sunday work crews and the oversized signage. Both issues were resolved.
- Larry has updated the document "General Rules for all CC Contractors and Service Personnel". The Board unanimously approved the changes. This document will be added to our website for owner and contractor referral. Prior to starting construction, the owner and general contractor will schedule a meeting with Larry to review the rules and guidelines. The owners and contractors will acknowledge acceptance of the rules in writing.
- A list of plants and grasses that are considered desirable for residential landscapes for CC and our semi-arid climate was researched by Larry for qualities suitable and that will compliment the surrounding neighborhoods and vineyards. The palette of desirable plants and a list of banned plants will be given to owners for the task of planning their landscapes. The Board unanimously approved the plant lists.
- Larry will email the owners with homes under construction to remind them of the upcoming March/April weight restrictions.

President's Report: Jim Gurke

- Jim will draft a cover letter to all owners and forward it to Kerry Albright to be included with the Assessment invoices and 2019 Budget.
- The CCHOA Website has been updated and is current with one exception; Lew will forward to Jim K. the 2017 Financials and 2018 Budget and the 2018 Financials and 2019 Budget. Thank you to Webmaster Jim Kott for his work on updating our website.
- Jim will schedule a meeting with David Duffenhorst, Rocky Pond Winery owner.
- Jim will contact Chris Snapp, spokesperson for BM Ranch and inform him of our HOA's intent to continue plowing the lower BMR Road in the short term, but not permanently. Weight restriction issues will also be addressed with Chris.

The meeting was adjourned at 10:40 a.m. by Jim Gurke

Next scheduled meeting: Wednesday, March 6, 2019, 8:30 a.m., Jim G's home.

The minutes were prepared by Pamela Ahl, CCHOA Secretary

