

CLOS CHEVALLE HOMEOWNERS ASSOCIATION

Board Meeting Minutes

June 19, 2025

8:30 am, via Zoom

Call to Order: The meeting was called to order by Jim Gurke at 8:37 am.

Present: Jim Gurke, Lew White, Larry Peabody and Karin Polzin.

Approval of Minutes: The minutes of May 15, 2025 were unanimously Board approved.

Facilities Committee: Jim Gurke for Bart Harmeling

- May landscape maintenance completed as scheduled, including vacant lot mowing and apple tree start cutting; the May invoice for these services will be late. June landscape maintenance is on schedule.
- Stump removal in the park has been completed and irrigation lines were buried.
- Cleaning of the area behind the curbs along Clos CheValle Rd has been scheduled.
- A small load of rock was placed where the trail descends from Clos CheValle Rd to fix erosion.
- Bart is working with Lot 40 owners to identify the source and solve an erosion problem.
- The suggestion was made that Board members assess the need for sprucing up gated entrances.

Finance Committee: Lew White

- Due to the lack of a May landscape services invoice, the budget for May was used for the May financials, which will be updated and reported when it is received. No significant variance to landscape maintenance is anticipated.
- A CD matured June 8th and was renewed to May 16, 2026.
- The Grandview contribution was lower than budget due to an invoice not having been sent to Grandview. Awaiting payment now that the invoice has been sent.
- NOI continues to be above plan due to great management of operations, lower snowfall and no unexpected expenses.
- The Board considered a proposal presented on June 12 by the Treasurer. The President recommended approving the collections policy, and following a discussion, the policy was adopted by the Board as written. The Assessment Collection Policy document is attached to the end of these meeting minutes. **

Architectural Design Committee: Larry Peabody

Active Projects and Issues – Status

- Lot 42 – Landscaping work is underway.
- Lot 14 – The ADC received and approved a proposal for exterior colors and stone.
- Lot 6 – Site work was completed to this stage with many large rocks needing to be broken into smaller sizes. The foundation is now underway.
- Lot 59 – The work is underway after a lengthy delay on the exterior repaint.

New and Prospective Applications - Status

- Lot 7 – No updates.

Summary

- Completed homes in CCV: 47 of 67 total lots in CCV
- New homes under construction: 3 (Lots 6, 14, 42)
- New home apps pending or approved: 1 (Lot 7)
- Expected construction starts in 2025: 1 (Lot 7)

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President's Report: Jim Gurke

- Jim led a brief discussion on board and committee succession planning.
- Bart reported that Randy Loren, full-time resident, has joined the Facilities Committee. Randy's initial area of responsibility will be the Clos CheValle entry gates and systems.

Old/New Business: None

Adjourned: The meeting was adjourned by Jim Gurke at 10:10 am.

Next Scheduled Meeting: July 16 at 8:30 am via zoom.

The minutes were prepared by Karin Polzin, CCHOA Secretary.

****Clos CheValle Planned Development Homeowners Association Assessment Collection Policy Adopted June 19, 2025**

Assessments: Annual assessment invoices for Clos CheValle Planned Development Homeowners Association ("the Association") shall be sent to each owner via email on January 15th of each year. Each invoice shall state that the due date for payment of the annual assessment shall be February 14th, thirty (30) days after the email with the assessment invoice is sent.

Late Fees and Interest: All assessments shall be considered delinquent if unpaid fifteen (15) days after the due date. All delinquent assessments shall have an initial \$25.00 late charge added to the amount owed, and all delinquent assessments shall bear interest at the rate of twelve percent (12%) per annum, commencing on the date of delinquency, and continuing until paid in full.(RCW 64.90.485(18)). Partial payments of delinquent assessments shall be applied first to late charges, then to accrued interest, then to the past due assessments.

Turnover to Association's Attorney: The Association may, at its discretion, turn over to the Association's attorney any delinquent assessment matter for collection.

Remedies: To collect delinquent assessments, the Association may: (a) file and foreclose a lien on any property whose owner is delinquent in payment of assessments; (b) file a lawsuit for personal liability against any owner that is delinquent in payment of assessments; or (c) pursue any other remedy authorized by law. The Association has discretion to decide which collection option to pursue without prejudice to any other remedy available.

Collection Costs: The Association may collect from a delinquent owner any costs and reasonable attorney's fees incurred by the Association in connection with the collection of delinquent assessments. (RCW 64.90.485(19)).

Payment Plan: The Board reserves the right to enter into a payment plan with any owner with regard to delinquent assessments on a case by case basis and in the Board's sole discretion.