

# CVE HOA Board Meeting Minutes Draft

## August 10, 2021

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Attending board members were: Lynn Cockrum, Debra Egeck, John Pembroke, Brent Morrison, Tricia Best.

Attending guests: Carolyn Cockrum, Tim Sullivan ( Deb Feist. Attended via Go To Meeting).

- The meeting was called to order by Brent Morrison, President at 9:01am at the home of John Pembroke, and also on GoToMeeting.
- The August 10 2021 agenda was reviewed – **Approved by the Board**
- The July 7,-2021 Board minutes were reviewed - **Approved by the Board**
- The August 5, 2021 Minutes from the Special Meeting were reviewed -**Approved by the Board**
- The August 7, 2021 Minutes from the Special Meeting were reviewed -**Approved by the Board.**

### Homeowner Input:

- No report

### Pool Committee: (Mikaila Harberd, Chair) August Pool Report:

- I have spoken with Shawn Henegan about repairing the missing tile at the lower pool. He is in contact with his supply distributor to find a tile match. He said it at this time it will be easier to make the repairs once the pool is closed.
- The additional pool furniture is on backorder. Rich's furniture has given October as an estimated arrival date to the store.
- Tim Sullivan has installed the handrail covers for all the pools.
- The daily cleaning & maintenance provider is having trouble keeping up with the extra construction dirt. He asks for extra patience.

The Board discussed:

- a.. Touching up the Pool fences that have some rust developing.
- b. Pool depth numbers need attention and may need to be replaced.
- c. Signs were discussed to be installed at the Pools regarding reservations for groups larger than 11.

### Social Committee: (Deb Feist, Chair)

- No Report Submitted.

Deb Feist, who attended via “Go To Meeting”, asked about a possible Labor Day or End of Summer Pool Party to be planned and if the board would approve the budget allowance for a party. Deb will get back to us on a date and details. It was also discussed about updating the “Opt-In” for community emails and also sending information to all lot owners regarding the “Next Door” Ap to also enhance communication.

### Landscape Committee: (Terry Buell/Lisa Colvin Co-Chair)

The landscaping topics discussed at today's meeting:

- Getting a quote to rock the median strip on Crystal Drive?

- The tree by the tennis court that was taken out after the windstorm still has irrigation going to it that needs to be turned off
- Still some trees up in that area that need to be replaced
- More weeds popping up by the tennis court for Art to take care of
- There is a drainage swale below the marina parking lot. The Board agreed that the flat areas on top of the swale need to have fabric and rock, similar to what they did next to the parking lot. Please ask Art to take care of that.

## Facilities Committee: (Tim Sullivan, Chair)

- July 10 Repaired/Replaced broken Lower Pool Shower knob. Amazon \$13.83
- July 19 Installed Pool Rail covers for both pools. Amazon \$ 79.90
- July 20 Received "Master" Mailbox Keys from Dan Hodge.
- July 20 Received Returned Access Cards from Sullivan Lot-109.
- July 22 Reprogrammed Morrison Access Card, Lot-15.
- July 24 Reprogrammed Sykes Access Card, Lot-17.
- July 27 Replaced Riel access card and holder. (Lost card) Lot-61.
- July 29 Issued Access Cards to Macchi, Lot-113
- I will provide the 2 receipts at the meeting on August 10, 2021

The Board discussed resurfacing the Marina Swim Dock – It was agreed that research will be done to determine the best product and get a bid.

It was also discussed to replace or repair the depth numbers around the pool decks.

## Treasurer Report: (Lynn Cockrum)

This report and attachments constitute the July 2021 Treasurer's Report. I have reviewed the Bank Statements and Financial Reports as of July 28, 2021. Attached for your review are the Balance Sheet and Profit & Loss Budget vs Actual statement as of, and for the period ended, July 28, 2021.

### Cash

Cash account balances as of July 28, 2021

- Operating Accounts = \$ 190,833.45
- Reserve Accounts = \$ 104,570.71
- Marina Account = \$ 56,770.43

### Balance Sheet

In addition to the above outlined cash balances, the Balance Sheet reflects \$3,134,800 of Fixed Assets (unchanged from last month) and Liabilities of \$39,000 which relate to the construction deposit liability of the HOA. The construction liability reflects a net decline of \$3,000 during July due to the repayment of two construction deposits to owners, and the receipt of one additional construction deposit.

### Income

The YTD operating income is \$113,014, (104% of budget). The 2021 HOA dues of \$106,750 have been received, which constitutes 100% of all dues. We have received 7 plan review fees (\$5200) plus nominal interest on savings and CDs. There was only nominal change in income in July.

### Expenses

The YTD operating expense is \$85,946 (51% of budget). July Expenses total \$12,210, which includes \$6,867 for annual insurance premiums. \$1,500 for Walker Architectural services, \$1,689 for landscaping/maintenance, and \$874 for pool maintenance, and other various normal miscellaneous operating costs. HOA Operational expenses are generally in line with the 2021 Budget. Project expenses, however, are far less than budget primarily due to delays in executing the Swim Area Stair project and the Entry Sign Project. It seems somewhat unlikely we will spend significantly towards these projects during the remainder of 2021.

## **2021 Forecast**

Based on YTD June expenses, I put together a rough sketch of our budget in contrast to a “forecasted” spend for all of 2021. Forecasted spend was based on a sort of simple “meat axe” approach where I simply doubled YTD June costs for operating expenses in arriving at a forecast for the whole year. Not very elegant, but it seemed like a decent way to get a rough idea of how we might end the year.

Basically, it looks like we spend about \$75k per year to operate the HOA, and this year we had an additional \$91k budgeted towards projects, which as I mentioned, we’ll probably under run.

In summary, the account balances and financial reports appear to accurately reflect the financial status of the HOA as of July 28, 2021. Please let me know if you have questions.

Treasurers Report – **Approved by the Board**

## **Marina Report: (John Pembroke, Chair)**

### **General**

There are currently 40 boats in the Marina. The lake is currently at 1099.5 feet elevation. This is .2 feet down from July. The temperature is 74.5 which is .6 degrees warmer than last month.

There were two kayaks stolen from the marina the week of 7/13. One was not locked, the other was secured with a thick, locked cable. All moorage in the marina is “use at your own risk”. Please do not leave valuables on your boat.

### **Maintenance**

There is a tear in one of the up lake attenuator boots. Pictures have been sent to Transpac Marinas. There is no danger of it tearing through at this point. Transpac will have a look at it the next time they are over.

### **Right of Way Lease**

In March, the City accepted our proposal to use the Washington Department of Transportations “Formula Method” to calculate the Right of Way Lease value. On June 4<sup>th</sup> we were advised the lease was going to be complete the next week. On July 14<sup>th</sup> Thomas Tupling indicated they would have the lease for us to review before the end of the month. There has been no further communication.

### **No Wake Buoys**

On July 23<sup>rd</sup>, John Ajax with the City said they are working with the Chelan County Sheriff to have them cross -charge for installation. Screw type anchors must be used which will need to be installed by a diver. The other option would be for a private business to install the anchors. Once the installation dilemma is settled, Craig Gildroy will take the proposal to City Council for discussion and hopefully, approval.

The Board also discussed “No Wake Signs” and this will be researched and further discussion on these will occur at a later date.

## **Architectural Design Committee (ADC): (Carolyn Cockrum, Chair)**

- Active Builds – Lots #23, #29, #55, #70, #72, #77, #81, #88, #90, #91, #93, #94, #100, #101, #103,
- Submitted Plans and waiting – Lots #7, #102
- Needs Approval by the Board – Lot #107
- Lot # 91 On Hold regarding Design elements changed and new plan pending ADC and Board approval.
- Lot # 93 Landscaping plan update needed.
- Lot #88 Landscaping plan needs to be submitted and reviewed.
- Lot #103 On Hold Waiting for City Height Variance and once completed City Approval, this will go to the ADC and Board for Approval

## **Website (Carolyn Anderson, Chair)**

- No Report

## **Firewise/Weed Abatement (Carolyn Cockrum, Chair)**

Working as a Committee to document a serious Dust Control Plan to be able to give to upcoming New Builds.

- 10 Letters were sent out to homeowners with updated weed abatement and Fire Safety Information
- 9 Letters were sent to homeowners regarding Chelan Noxious Weeds
- A drive-by will take place in September to note compliance.

## **Compliance: (Deb Egeck/Brent Morrison, Co Chair)**

- A Letter was sent to Lot #56 regarding signs in their yard that were non-compliant with the rules of the neighborhood. They were asked to immediately remove the non-compliant sign.

## **Front Entry Revision: (Rod/Carolyn Anderson, Co-Chair)**

- Paperwork is being filled out along with all the required drawings and documents for permit submittal with the City
- The Entry Committee has unanimously approved the Marina Sign design.
- The Board has been notified that \$50 per sign (Entry & Marina sign) fee is requested.
- The Board has been notified that 50% deposit is requested for delivery of the manufactured rock. (50% will be approximately \$5000-\$6000).

## **CC&R Update: (Lynn Cockrum/Greg Feist, Co-Chair)**

Greg Feist sent ideas as follows: Committee is in holding pattern awaiting opportunity to again put forth it's recommended changes to a vote by the Homeowners.

Ideas to optimize the vote next year:

- Add a short statement in each Board report email, reminding homeowners of the recommended CC&R changes, revision process and importance of voting. This could be useful particularly in the Spring prior to Annual Meeting.
- Ballot return encouragement via email and word of mouth immediately after ballots are distributed.

- Message to homeowners enclosed with ballots outlining number of volunteer hours that have been put forth on their behalf, CC&R requirements for HOA ballot certification and expectation of an owner in an HOA. Note that many new owners may have never lived in a HOA.
- Separate CC&R ballot form with delayed due date - say due June 30, 2022, to allow time after annual meeting for CC&R Committee to contact owners who have not returned ballots.
- Special Referendum - mailing of (out of sequence) CC&R ballot with self-addressed return envelope.

### **Pending Topics: (Board)**

- The Board discussed Decorative and Special Lights and our policy to turn off lights at 10pm.

### **Adjournment:**

Meeting adjourned by Brent Morrison at 11:50am      Next Meeting: September 14, 2021, 9:00am @The home of Lynn Cockrum.

Respectfully Submitted,  
Tricia Best, Secretary