

CVE HOA Board Meeting Minutes

November 12, 2024

All board members attended with Dan Hodge and Jeep Carpenter appearing personally in the home of Dan Hodge and Lynn Cockrum attended via telephone.

The meeting was called to order by Lynn Cockrum at approximately 9:00 a.m. Pacific Standard Time on November 12, 2024.

Lynn confirmed that there were no individuals attempting to access the meeting through “GoTo Meeting”.

Agenda Items: Lynn provided an overview of the agenda for everyone. Motion made and seconded to approve the agenda, which was passed by the Board unanimously.

September 17, 2024 & October 15, 2024 Minutes: A motion was made, seconded, and unanimously approved to approve the Minutes of the Board’s September 17, 2024 Minutes. In addition, upon motion made, seconded and unanimously approved, the Minutes of the Board’s October 15, 2024 meeting were likewise approved.

Treasurer’s Report: Dan reported the total HOA cash on hand is the sum of \$337,037.83. Cash was somewhat down by \$30,075 resulting from payments for pool maintenance, insurance, and construction bond refunds. In addition, marina cash on hand at the end of the month was the sum of \$68,950.56. A copy of Dan’s October 28, 2024 Treasurer’s Report is attached as **Exhibit A**.

Pools Report: Nothing new to report.

Social Committee: Nothing new to report.

Landscape Committee: Nothing new to report.

Facilities Report: Nothing new to report.

Marina Report: John Pembroke indicated that the marina dock has been “winterized”. Also, as John indicated last month, some life rings needed to be replaced and he was in the process of doing that. Nothing else new to report.

ADC/Update: Lynn reported on the status of construction on a few projects ongoing. Construction is somewhat slower this time of year and specific information can be made available to anyone on request.

Fire & Safety: Nothing new to report.

Website: Nothing new to report.

2025 Budget: Dan reported that he had completed and/or finalized the 2025 Budget. A copy of Dan's 2025 Budget is attached as **Exhibit B** and includes a list of the projects (1 page) approved for 2025. Dan indicated that the cost liability and E&O insurance was a little more than last year. In addition, there are projects that were approved but pending for the past few years, which might be completed next year in 2025. If so, we may need some additional cash to complete and/or pay for the same.

Lynn will be sending out a newsletter discussing, among other things, the budget and, in addition, requesting that committee chairs, if they have not already, file their requests and/or provide information on any projects they may want to undertake next year.

Dan will send a copy of the 2025 budget to Evergreen Accounting.

There was a motion made, seconded, and unanimously approved to approve the budget of 2025 as presented.

Old Business/Miscellaneous: There was then a brief discussion regarding various issues relating to plantings prohibited in the development/community.

New Business/Miscellaneous: There was no new business.

Next Meeting: Lynn indicated there would be no December 2024 meeting and the next meeting was scheduled for January 14, 2025 at 9:00 a.m. Pacific Standard Time at Dan's residence.

Adjournment: Meeting adjourned at approximately 10:00 a.m.

Respectfully Submitted,
Jeep Carpenter, CVE Board Secretary
11/14/2024

**Crystal View Estates HOA
Treasurer's Report
October 28, 2024**

Crystal View Estates HOA Board,

The Treasurer's Report as of October 28, 2024, is based on the CVEHOA Balance Sheet as of October 28, 2024; the Profit & Loss for the Fiscal Year through October 28, 2024 and the Statement of Activity (Detail Transaction List) for the period October 1 - 30, 2024. These detailed reports are available upon request. Based on my review the reports appear to accurately reflect the financial position of Crystal View Estates HOA.

Statement of Financial Position (Balance Sheet)

The Balance Sheet shows our Assets and Liabilities.

CVEHOA Operating accounts (Checking and Savings)	= \$ 42,509.93
HOA CD's	= <u>\$294,527.90</u>
Total HOA Cash	= <u>\$337,037.83</u>

HOA cash is down \$30,075 from last month due payments for pool maintenance, insurance and construction bond refunds.

Marina Operating account	= \$16,163.91
Marina CD	= <u>\$52,786.65</u>
Total Marina Cash	= <u>\$68,950.56</u>

Marina cash is up \$230.80 from last month due to CD income.

Current Liabilities (Bond Security Deposits)	= \$68,000
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Budget vs. Actual FYTD (Profit and Loss)

HOA Operations

The FYTD Profit and Loss shows HOA Income of \$119,050; Other Income of \$13,298.63 for Total Income of \$132,348.63. HOA expenses of \$72,476.73. Net Operating Income of \$59,871.90; \$69,636.90 more than budget.

Marina Operations

The FYTD Profit and Loss shows Marina income of \$23,995; Marina Expenses of \$16,649 with Net Income of \$7,346.50; \$1051.50 more than budget.

Additional Comments

- All HOA dues payments have been received.
- Construction Bond deposits have been reimbursed to Kinman and CD Carpentry.
- Jacks Magic Pool invoice \$8726.25 has been paid.
- Heneghens has been paid \$1542.26 for pool closing.
- D&O insurance \$1938 and General Liability insurance \$7648 have been paid.
- Harvest Valley Pest was paid \$1375 on October 31, 2024.
- All other expenses were consistent with the approved Budget.
- The four maturing CDs were renewed consistent with the plan approved by the Board.

Respectfully submitted,
Dan Hodge

EXHIBIT A

SECTION 1	Acct #	Account Name	2025 Budget	2025 Assumptions / Committee Inputs
HOA				
Income	4005	Assn Dues	118950	122 Lots at \$975 per lot.
Other Income	4025	Other	0	
	4105	Interest-Savings	50	
	4110	Interest- CDs	8250	\$275K @ 3%
	4115	Arch Design Review Fees	2475	Assume 3 house starts in 2024 @ \$825
		Other Income - total	10775	
		TOTAL INCOME	129725	
Business Expense				
	6020	Commli Liab Insurance	5905	2024 Actual escalated 3%
	6025	Commli Liab Umbrella	2010	2024 Actual escalated 3%
	6030	D&O Insurance	2000	2024 Actual escalated 3%
	6040	Printing	100	Same as Budgeted 2024
	6050	Web Hosting	600	Anderson estimate and Go To Meeting
	6060	Annual Meeting	850	2024 Actual escalated 3%
	6070	Legal Fees	3200	\$1000 reduction based on 2023 & 2024 actuals
	6080	Accounting Office expense	7200	2024 Budget escalated 3%
	6090	Postage	440	Same as 2024 Budget
	6095	PO Box	340	Same as Budgeted 2024.
	6097	Other	350	Same as 2024 actuals.
		Total Business Exp	22995	
ADC				
	6100	Architectural Review Committee	2475	Assume 3 house starts
		Total ADC	2475	Assume same expenses as income.
Landscape Committee				
	6210	Landscape Maintenance Contract	18500	Same as 2024 Budget, Includes two additional weed sprayings.
	6220	Water	2250	2024 Budget escalated 3%
	6230	New Projects	30000	See PROJECTS sheet. Hwy and Sport Court
	6250	Other	500	Same as 2024 budget.
		Total Landscaping	51250	
Pool Committee				
	6310	Pool Maint and Repairs	6000	\$2500 per pool mech equip. Need new filters and chlorine per Mikaila.
	6320	Pool Permit	980	2023 Actual escalated 3%. Includes backflow valve checks (\$260 in 2023).
	6330	Pool Contract and Chemicals	9200	Invoicing within the current year!
	6340	Pool Phone	0	Same as 2024 Actual
	6345	Pool Water/Sewer/Garbage	4800	2024 Budget escalated 3%
	6375	Pool Projects/Furniture	5000	
		Projects – other	6000	See PROJECTS sheet.
	6380	Pool Electric	2930	2024 Budget escalated 3%
	6395	Other / Bathroom Upkeep	1800	Chelan Works bathroom cleaning @ \$70 per week
		Total Pool Committee	36710	
Swim Area				
	6405	Air Lease – Swim	515	Per lease agreement. 2% increase per year. Pay in January
	6415	Marina Water	0	Determine water & electricity for Marina and Swim dock after left turn lane project
	6420	Maintenance and Repairs	600	
	6430	Marina Insurance – HOA	1900	28% increase in 2023. 2024 Actual escalated 3%.
	6440	Projects	25000	See PROJECTS sheet. (Resurface)
		Total Swim Area	28015	
Facilities Committee				
	6630	Other Projects	9600	See PROJECTS sheet. (Parking reseal, Waterline, Lock Consultant)

EXHIBIT B

	6640	Other / Snow Plowing	1693	Misc = \$500, and snow plow annual contract \$1193
		Total Facilities Committee	11293	
Social Committee	6710	Annual Meeting Social	200	
	6720	Other	400	
		Total Social Committee	600	
Fire & Weed Abate	6810	Fire & Weed Abate Expense	1500	2022 actuals plus \$500
		Other Projects – Retention Ponds	20000	See PROJECTS sheet.
		- Tract A clearing	1500	
		Total Fire & Weed Abate	23000	
		Operating Expenses	79238	
		Project Expenses	97100	Projects DRAFT
		Total Expenses	176338	
		HOA Net Income	-46613	HOA 2025 net income if Project Expenses (\$66) are approved.
		Projected Year End Expenses (2022)		
MARINA				
Other Income/Exp	9105	Marina License Fee Income		
	9110	Interest- Marina CD's	1500	\$50K @ 3.00%
	9112	Marina Maintenance Fees	21000	\$350 Annual.
		Total Marina Income	22500	
Marina Expense	9145	DNR Lease	4500	Same as 2024 budget.
	9155	Marina Insurance	10800	2024 Budget escalated 3%.
	9165	Maintenance	2000	Increase to Transpac estimate for annual maintenance.
	9195	Other	3000	See Project List (Life Rings and Marina Gate)
	9197	Air Lease	515	Per Lease agreement. 50/50 with HOA.
		Total Marina Expense	20815	
		Marina Net Income	1685	Projected net income for 2025
		Grand Total Net Income for Period	-44928	

2025 Projects – Approved	Approved	ACCT
Landscaping		
Area 1 – above Hiway 150 – tie in w/ turn lane effort	\$ 20,000	#6230
New Plants around Sport Court	\$ 10,000	#6230
Pools		
Lower Pool floor heads replace	\$ 3,000	#6375
Lower Pool Furniture	\$ 5,000	#6375
Upper Pool - Storage Shelves	\$ 500	#6375
Paint Upper and Lower Pool bath houses	\$ 2,500	#6375
Swim Area Projects		
Resurface swim platform	\$ 25,000	#6440
Fire & Weed Abate Projects		
Retention Pond Clean up – 4 ponds	\$ 20,000	#6820
Tract A clearing	\$ 1,500	#6820
Parking Lots		
Crack seal: Upper Pool Parking lots	\$ 4,100	#6630
Facilities Projects		
Trilogy Lock Consultation	\$ 500	#6630
New Waterline under Hwy to Marina	\$ 5,000	#6630
Marina Projects		
New Life rings	\$ 2,000	#9195
Repair Marina Gate	\$ 1,000	#9195
TOTAL Needs Projects	\$ 100,100	