

Cascade View Estates HOA Board of Directors



August 28, 2013

Meeting Notes for August 27, 2013 5:30 pm

Meeting Attendees:

Board members present: Ken Kerfoot, Roiann Santos, Daria Nelson Joe Murray

Board members absent: Julie Boock

Quorum present: yes

Others present: John Seitter- Acct., Bob Grabar- CA

Proceedings:

Meeting called to order by Joe Murray at 5:30 pm.

Agenda items addressed:

- 1. Compliance Administrator reports-** Bob presented the weekly report for August 26. It was a status report of 7 complaints regarding CC & R violations. Daria asked for a status and completion date on the (Lot 286 Bailey) addition and Roiann asked for the status of the (lot 112 Massey) construction. Bob said foundations are in for Massey and Lot 34 Stapleton project is progressing nicely. We also received plans for Lot 155 (Steen) home construction.
- 2. Review financial reports-** John reported on the financial reports for the month of July and the 3rd quarter. Roiann asked if the liens will be added to the accounts receivable so the BOD has visibility of properties with liens. John will add a column starting with the August financials. No other questions, financials were good.
- 3. Finalize HOA Assessment Collection policy for 2014-** Roiann proposed revising the Delinquent dues policy to clarify the administering of the fines. The change would be fining any unpaid balance on the 15 and end of month. A copy of the old and updated policy will be circulated to all BOD for approval.
- 4. Lot 33 Lot line adjustment voting results** The results of the voting for Lot 33 Line adjustment approval exceeded the amount required. The potential ballots were 286, 67% required (192), amount received 199. Minimum approval required 51% (101) received 197 "yes" votes. A letter was sent to Mr. & Mrs. Sawyer providing verification for their records and the title company.
- 5. Website changes-** Joe proposed these changes: 1. Purge comments yearly. 2. Delete Fire Chief letter in Documents section. 3. Return to old format. All in favor.

At this time Roiann brought up to consider a change to the Architectural form. It was suggested having separate forms for New Construction and Improvement projects. Copies of sample forms will be circulated to BOD for evaluation.

Daria proposed fining Homeowners for not complying with CC & R's 4.3 Approval Required and 4.5 Construction and alteration. Daria agreed to draft a letter warning homeowners that violating these CC& R's could result in sanction /fines.
- 6. Review of Compliance Administrator function and performance-** Joe asked all members to give input on how the CA position is functioning and to evaluate the CA's performance to the job description. Board members felt that some of the job was being fulfilled well, but some areas needed improvements. It was decided that face to face talks with violating homeowners need to have some kind of note for their file. Ken said maybe a form with the date, owner name, address, and description of the issue could be filled out and put in the homeowner file in lieu of a letter. Joe will have a meeting with Bob to discuss the items the board determined needs to be addressed.
- 7. Common Area Maintenance update-** Joe discussed the recent sprinkler problems causing the lawn dryness. It was noted that an alternative power source for the sprinkler system should be looked into. Currently we use power from Lot 210 and they are reimbursed by no HOA dues. Joe will contact Blake & sons to get a quote for a battery operated system. There was some additional discussion about a permanent power source change and Daria said she would contact an Electrician for a quote. On Sept. 21 the Board will do a Common area evaluation for determining the condition of some trees. All Board members are encouraged to attend.
- 8. 4th Quarter meeting scheduling-** The next meeting was scheduled tentatively for Saturday November 16 or 23 at 10:00 am. John will verify church availability and confirm with Joe. We will be planning the 2014 budget, so Board members should notify John of any increases to budget items.

Ken made a motion to adjourn and Daria seconded. Meeting adjourned at 7:45 pm