

# Cascade View Estates HOA Board of Directors



November 24, 2013

## Meeting Notes for November 23, 2013 10:00 am

### Meeting Attendees:

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

Board members absent: none

Quorum present: yes

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

### Proceedings:

#### Meeting called to order by Joe Murray at 10:05 am.

Agenda items addressed:

1. **Compliance Administrator reports-** Bob presented the report dated November 22 . He reported on 3 properties in stages of construction and 4 properties with violations. The Board agreed to send a letter to the owner of Lot 221 for unscreened boat.
2. **Redmond City Codes and CC & R's-** Joe asked Bob to coordinate with the Redmond Code Enforcement Officer when there are CC & R violations that are also City Code violations. The HOA would like a working relationship with the city to enforce and resolve both CC & R's and city codes.
3. **Review financial reports and 2013 AR carryover-** John reported on the financials for the month of October. There were no issues or questions about the financials.
4. **Review 2014 Reserve Plan-** John reviewed the Reserve account estimations for the coming years and noted that if we keep the yearly account contribution at \$5,700 there will be years of negative account balances. He worked up a spreadsheet where the contribution was increased to \$6,300 (\$50 monthly increase) and it resulted in less negative years. The Board unanimously voted to leave the yearly contribution at \$5,700. As an alternative to a yearly increase, the Board unanimously voted to consider depositing additional funds into the reserve account at the 3rd quarter meeting each year. It was also discussed about funding of monies for common area upgrades such as sprinkler timer and revamping of the sign area could come from the Reserve account. Joe will get with John.
5. **Review 2014 Delinquent dues charges and HOA dues amount-** John asked if there would be any increases to the yearly HOA dues of \$80. The Board was not considering any increases in 2014. The delinquent dues charges will remain as per the August 2013 HOA Assessment Collection policy.
6. **Approve 2014 HOA yearly notice sent with dues statement-** The yearly notice was approved by all Board members and will be distributed with the yearly dues statement and HOA Member information form. Julie agreed to run for another 3 year term, but Roiann will not be running.
7. **Quarterly Common Area Maintenance report-** Joe provided a report of Common area. See report and decisions on actions.
8. **Select new Registered Agent for the HOA-** After much discussion regarding the need to identify a new Registered agent, Joe suggested the Registered Agent should be the HOA Secretary. Since that position will be open in the near future, it was decided to wait until Board officers could be redefined.
9. **2014 Budget planning-** The 2014 Budget was discussed and a few items were adjusted per Board members. John will work up the new Budget and distribute it to all board members. Daria made a motion to move an additional \$2,000 into the Reserve account, Ken seconded and all Board members were in favor.
10. **4th Quarter meeting scheduling-** The next meeting was scheduled tentatively for Monday February 24, 2014 at 10:00 am. John will verify church availability and confirm with Joe.

Ken made a motion to adjourn and Julie seconded. Meeting adjourned at 12:30 pm