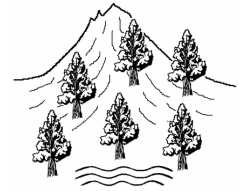


Cascade View Estates Homeowners' Association



Cascade View Estates – Quarterly Board Meeting Minutes

02-22-20

Attendees: Gary Diefenderfer – HOA President, Sean Neary – Vice President, Lora Oliviera – Treasurer, Pamela Stage – Secretary, John Seitter – Bookkeeper, Ann Sampson – Member at Large.

Not Present: Compliance Officer – Open position.

Visitors: Aaron and Derek Meyers from Quality Finishing

Old Business:

Review of previous meeting minutes and status check on Action Items. Items still pending from last quarter.

- **Bank Account:** Has Gary gone to bank to sign? **Status:** Resolved. All members have signed new signature card at bank.
- **HOA for Oregon** review requested by John. **Action:** Sean to look at state website to see if we are complying with all requirements. **Status?** Pending from last meeting. **Action:** Still pending. Sean to follow up. **Status:** Closed – no further action required for now.
- **UPS Style Truck** – Truck has been removed but now a trailer remains. Tim Walthinson. Further action required? **Status:** Closed. No further action required for now.

Reminders to be sent to neighbors about Trees, sidewalks, parking, trash cans. Status: Mailout in December with do's and don'ts/reminders. **Status:** Was added to December mailout. Closed.

New Business

- **Fence on Reservoir Dr.:** Aaron and Derek Myers from Quality Finishing will join us for discussion on our fence repair needs. Approaches were presented on repair/fix while maintaining existing fencing and removing deteriorated boards and maintaining fence sections. Can be repaired/fix in sections so we do not blow budget. Scope of work can be performed over several years. And can be maintained over time with contract each year. Snow removal services are offered as well by this company and they could offer reduced rates for interior and exterior painting. They also presented the service of taking on the compliance officer duties for the development. Discussion about liability should a neighbor wish to sue due to a difference of opinion on compliance of CC&Rs. Discussion about the possibility of the board endorsing them as a preferred painter for the development. They offer additional services like home checking while owners are away, and home cleanout. Agreed that the month of May would be a preferred time to start work should we decide to move forward with this company. **Status:** Consensus that the fence can be repaired a bit at a time to not greatly impact the

budget in any one year. Discussion of whether to use cedar or vinyl. Decision to go with cedar was approved. Request of Aaron to perform in depth walk thru to fence to determine final scope of work. Agreed by board that work performed should be 25 to 30% work required to be performed in 2020 and that we should address the highest need first (fence deterioration). As Lora receives final estimate, she will communicate via email so that we are all in agreement on scope and timing. 10 to 15 sections need immediate attention. Appreciation expressed to Lora for moving forward in getting this company to speak and work with us.

- **January Financials (John):** May Annual meeting date, time and location was decided to be June 6th starting at 8am for board meeting, followed by general meeting right after.

Financial review: Per John we are solid with reserve funds. We are accruing interest from reserve funds at FIB. Taxes – changes this year are resulting on our having to pay taxes which exceed the actual tax due to minimum charges. Normally federal taxes are filed on interest. We will be paying 27 dollars this year to Feds based on \$189 earned in interest off funds. State taxes to be charged minimum of \$150 dollars but should be 6 dollars based on what we actually owe. Discussion to perhaps place money in non-interest-bearing accounts to avoid taxes next year. Consensus to ride it out for one more year. Future sanctions. John has issues with the wording on timing for charges of fines. 1st and 15th, vs. every two weeks. Hard to manage for John. 23 people have not paid HOA dues as of Saturday Feb. 22nd. For fine letters, agreed that wording should be that fines will be charged on the 1st and 15th of the month consistently **Status:** Board Agreed. Discussion on whether to place a lien on B. Voltin blue house. **Update:** Agreed that since they have paid the fines up until January, we will not place a lien now, but as soon as their fines exceed \$ 200.00, we will place a lien. John stated that Ebner still has not paid the dues of \$80 for this year's HOA fees plus \$50.00 still owed for paying late last year.

- **New Shed/ Remaa and Manny Arefieg. Wants additional 10x20 shed next to existing.** Discuss whether to consider approval. **Status:** Existing shed was ok'd because she had already installed it. This second request for a 2nd shed was initially denied. **Action:** Issue a letter explaining that an additional shed of that size, that we considered her request carefully and the answer is no. We do not want her to add this additional 10x20 shed. Fruit trees are ok'd. Gary D. has already spoken to her about the disposition of the 2nd shed and the trees. Board agreed that 2nd shed is not approved, and removing her lawn is also not approved without her submitting a new ARC request. Update: Evidently Remaa has already begun to tear out lawn from backyard. We have received an ARC approval where she asks to remove lawn for footprint where new shed was to go. We have disallowed the new shed installation but she is very unhappy about the decision. She asked for permission to plant trees along Volcano but now it appears she is planting trees all over the yard.

- **B. Voltin Blue House: Status:** Check for \$530.00 received towards fines as of 1/20/20. Suggestion that we continue to fine. Should be place a lien now? **Status:** Continue to fine. Address any next steps at next board meeting.

- **Compliance Position:** Open position pending. Any interest out there? Ann expressed her preference for a management company to perform this task. **See below...**

- **Management Company for Compliance Issues:** Discussion on whether to create an RFP to a suggested company Mile High Management in Bend. Suggestion that the current job description for compliance can be refined to define the tasks needed for a company to perform. **Action:** Ann to pursue engaging/checking on company to perform tasks. All agreed that we would require bi weekly checks of the neighborhood.

- **Board Member Tenure Period.** Do we need to vote on current members staying in position? Gary, Lora and Pamela all joined the board in our current positions at the same time. Bullet points need to be added to voting card to be mailed in April asking general neighborhood members for approval of us

continuing in place. We need to have a note in mailout about voting in and retaining the existing board members. Add write in spots for any volunteers on cards.

- **Running a business from home.** CATS business continues to be managed out of home on 34th St.. Status is that a letter was mailed to this residence asking them to cease business dealings out of the residence which stated that if they did not stop fines would begin to be levied. Question if an additional letter with fine should be issued. **Status:** GD has further updates after meeting with owners. **Action:** Begin fines now. March 1st will be first fine. Send John instructions and address.

- **RV Trailer with no fence. 3749 SW Volcano Ave. Tom and Bobby's house.** Trailer parked not behind fence and considered nuisance to neighbors. **Action:** Gary to go directly to neighbor and instruct to remove trailer.

- **Trailer in back yard on CVD - Rental house between Sean and Gary.** Why can't this be stored in garage? More trailers added. Utility and camping trailers located in backyard are an eyesore from both sides of the home. Proposed that some sort of fencing be installed to disguise. Refer to CC&Rs section 4.13. Sean suggested a fence solution, but 3 trailers are not acceptable. **Action:** Send letter and send to Sean to proof first. CC Libby and send to renter. Include verbiage from CC&Rs. Request that they submit proposal for ARC and that Libby needs to reimburse him if he chooses to install himself and is still renting.

- **Nonpayment of Dues:** Discussion about whether to charge \$50.00. Effective March 1st. John to charge 50 x 4 then when we get to \$200 apply lien.

- **Ricky Saunders foreclosure.** To be sold at auction. Balance of lien is a write off. **Status:** Sean to issue lawsuit against Saunders personally for past dues \$1600. **Action:** Sean to issue lawsuit. John to issue new dues invoice to bank. **Status: Sean had to leave early. Update:** Gary has received a letter from the city. He will communicate the latest to the board via email.

- **Lime Green House.** Swifts are owners. A letter was mailed out asking them to repaint in a toned-down color. **Status:** Owner submitted new paint chip showing a small change in green color. **Action:** Ann to follow up with homeowner for satisfactory paint choice. **Status?** Ann to follow up.

- **Snow removal -** Discussion about the possibility of raising the fees to pay for snow removal from the sidewalk from the common area. **Status:** We will arrange to remove it this winter and we will re-consider raising fees next year for 2021 based on what expenses are incurred. Have we incurred any 2020 expenses do far?? Answer was NO. Quality Finishing could do this task for us?? **Status:** Not decided yet. TBD next meeting

- **Stadler plans from ARC request.** Moving RV space to opposite side of house. Gary objects to the change based on an RV being very visible from the street and an eyesore. Owner has come back to Gary via email stating this change is not permanent. **Status:** Issue letter denying ARC request. Update/ **Action:** Sean and Gary to visit this neighbor to gather further information.

- **State Trooper** who rents top portion of home corner of Xero Ave - neighbor is complaining about parked cars. Gary explained nothing to be done but suggestion was made for owner to suggest to renters to try not to park in front of this neighbor's house is possible. Gary has spoken to neighbor, but she appears to not be satisfied as there is nothing we can do on a public street. It was suggested she speak to owner, but she refused to take that action.

- **Next Meeting:** Suggestion of 5/30/20 at church. Due to Pamela's vacation from March 1st through mid-May, documents need to be prepared for annual meeting now, so that mailout can occur by the required 30 days prior to meeting, or around mid to late April. Proposed June 6th as alternative.

John to propose new date to church and let us know. **Action:** John has OK'd with the church the new date of June 6th. Meeting to start at 8am with board meeting, then general meeting starts at 9am. Ann has agreed to proof the meeting paperwork prior to mailout but Pamela will prepare documents and send to printer remotely. The printer, Printing Post here in Redmond will arrange with a 3rd party company to mailout the documents to the neighbors. Addresses of off-site owners needs to be verified prior to May 1st so that we are assured the mailout goes to all owners. **Action:** The board needs to vet the current off site owner list from John. Sean indicated he may be able to come up with an easy way to verify owner addresses in Dial.

- **Church:** All agreed to donate \$ 50.00 to church for allowing us to use the space. Motion carried.

Meeting adjourned at 11:30am