

## **China Falls Homeowner's Association (CFHA)**

Monthly Meeting, November 2nd, 2005

Meeting Minutes

Attending: Doug Blik (DB), Ann Jewett (AJ), Jonette McGrew (JM), Lisa Vold, (LV), Alex Malesis (AM)

1. Minutes approved from September (revisions) and October 2005.

### **2. Old Business**

1. Water Issues: City employee Roger Kirkendahl met with Ted LaValley. Mr. LaValley will dig behind the sidewalk to locate a storm stub drain to attach the pipes from the trail on the city property between Lots' 60 and 61. If there is no stub to locate, it will entail digging up some of the sidewalk and connecting to the city sewer. Then the water will drain through instead of down Lot 61's driveway. With authorization from John Dulcich, Mr LaValley will begin digging very soon. We want to try to have digging done before too much freezing happens and makes the driveway dangerous. It is going through John Dulcich because he was the plat developer, so either Mr. Dulcich will be paying for the repairs because he was the developer or the city will pay because it is their easement.
2. Trees: Still waiting for their removal at this time by the city.
3. Enforcement Letters: DB will email word documents to us to evaluate the wording for our neighborhood. Then we will form a two-person subcommittee to evaluate and re-write as necessary. We would like an enforcement letter to be written that is a "fill in the blank" type, so that we can use the wording from the lawyer, but keep it simple for the Board by having one form, instead of a form for every offense. This way we can just put an ordinance number (from the CCR's) for reference. AJ and LV will be the two-person sub-committee to form the enforcement letter.
4. Parking Violations: AM will put notes on the cars which are in violation of parking rules. His parking note was approved in October.
5. Dogs: JM not hearing as many problems for the dog issue at that end of CF and AM is waiting while dogs on his street are in phase two of their training plan.

### **3. Officers Reports**

1. ACC (AM)
  - A. ACC notice to Lot 73 needs to be sent. This house is being built, but has gone long past the amount of time that is allowed by our CCR's. DB will send a letter citing the paragraph that shows the violation.
  - B. \$500 deposit for Lot 47: AM can't find in the CCR's where we have the \$500 listed as a deposit. If we can't substantiate it in the CCR's, we can't charge it. AM said so far the builder has been very good. He doesn't anticipate problems with dumping which is the reason the deposit has been required in the past.
  - C. Attorney office sent the CFHA the documents of Lot 6 as a rental to the Board to verify that they have received the CCR's.

D. Lot 4 sold, Lot 50 sold, Lot 17 sold

2. *Treasurer's Report (JM):*

- A. JM is moving so she brought all the treasury records for CFHA. She needs to be removed from signing privileges at the bank. LV will type up the letter to the bank and send it around for signatures to remove JM, and add LV as a signer until another treasurer is found. A motion was made to have DB act as treasurer until an official treasurer is found, or until the annual meeting in February where a treasurer will be elected. Unanimous approval. While at the bank we need to ask them what our options could be to invest our reserve money (about \$15-18k) so that we are at least earning some good interest while the money sits in reserve. We do need to verify, once the finances are straightened out, how much was actually spent during the fiscal year of 2005, to know how much we should put into the reserve. The general rule of thumb cited by the lawyer is "one times the annual budget". We need to have an analysis of the budget for 2005 once a new Treasurer can assess 2005. At this point we are going to estimate \$15-18k as our reserve unless or until a Treasury review shows a different dollar value as our expenditures.
- B. JM brought a water bill we just received and which needs to be investigated. Normally it is in the range of \$180, this bill was \$600. DB will talk to Gary Lee at Newcastle Nursery because he was doing a water main and it is possible he went into our lines and used the large quantity, which disrupted the bill.
- C. We need to find out from CCR's if the Board can appoint a Treasurer, or if we need to open it up to the residents for a vote or nominations.

4. **Unfinished Business**

- 1. Website Management: JM is moving, she suggests we buy the website name which will cost approximately \$15 a year. Then we will own it for the future.
- 2. Landscaping and Wetlands Project: Originally JM had said we only had a small amount in the CFHA account and that there wasn't enough to do a major landscaping project on Tract F, at the bottom of SE 78<sup>th</sup> PL. However, apparently we do have enough for building our reserve funds, as well as doing a project in this area that could include an engraved rock similar to Tract H at the entrance on SE 75<sup>th</sup> Street. LV volunteered to start the process of gathering bids and checking on the buffer of the wetlands around Tract D to see where we could add landscaping in that area, if at all.

5. **New Business**

- 1. Annual Meeting: LV will call for available dates to rent Newcastle City Hall. Then LV will email group and we will pick a date and make the deposit of \$150 and fill out the application to hold our date.
  - A. We need some ideas to increase attendance. One idea was to advertise that there would be Door Prizes. DB volunteered to solicit for prizes, and if we don't get any prizes donated, we will purchase 3 door prizes from local

restaurants of \$25 each to give away at the end of the meeting. The winner of any prize must be present to be eligible to receive the prize.

- B. Dues: Because we are losing our treasurer, and we had wanted Dues to be mailed out January 1<sup>st</sup>, 2006 we will need to get a person on the job as soon as possible so there isn't too much delay on getting dues paid on a calendar basis from here on out. In 2005 the dues were billed at the end of April, and the last of the payments were received in August. For 2006 the Board hopes to get Dues out much sooner, and receive payment much sooner. There will be penalties in 2006 for non-payment of Dues by deadlines.
- C. Budget: It will be the same as last year.

Next Meeting: December 7th, 2005

Location DB's House

Meeting adjourned.