

## China Falls Homeowners' Association

Annual Meeting, March 14th, 2017

Meeting Minutes

Members Attending:

Eric Hasson, Doug Blik, Nora Chen, Alyson Mendez, Jessica Scrace, Ben Scrace, Robin Wall, Brian Wall, Lisa Mueller, Charles Liu

- 1) Round of introductions.
- 2) Last meetings minutes were reviewed by Board members in February and approved.
- 3) No officer comments.
- 4) **Overview of CC&Rs.** CC&Rs can be found on the China Falls website, [www.chinafalls.org](http://www.chinafalls.org). The most important rules that new residents should be aware of are:
  - No resident overnight street parking (street parking for parties and for guests a few nights are OK)
  - Changes to property must be approved by the Board, including exterior paint color and major landscaping changes
  - Requirement to keep landscape well-maintained.
- 5) **Solicited volunteers for the Board.** No volunteers. Current officers each agreed and were approved to continue on the Board for 2017.
- 6) **Annual BBQ.** There has been no annual BBQ in the last couple years. Discussed bringing back annual BBQ to encourage neighbors to meet each other. Group agreed the best week is last week of August (week before Labor Day).
- 7) **Lot 38 development.** Board reviewed CC&Rs regarding development of Lot 38.
  - Per CC&Rs, HOA cannot collect dues from Lot 38 as long as it is retained by the original developer/owner. Homeowners may not object to development.
  - Agreed that HOA would like to express feedback that the driveway, visible from neighboring lots, should be constructed of materials similar to rock walls and retainers in other parts of the neighborhood. Doug to contact City and/or owner to send request.
- 8) **2017 dues collection.** About 40% of lot owners have sent in dues. Send 2<sup>nd</sup> notice first week of April, with warning that late fees will be charged if dues not received by May 1<sup>st</sup>.
- 9) **Budget.** Discussed that the reserve used for neighborhood common area improvements and emergency/unplanned costs.

- Best practice from other HOAs suggests to have between 1.5 to 4x of annual operating expenses on reserve. Current reserve is approx \$68k.
- Brian requested to add the final year end balance onto the end of year Profit & Loss statement so residents can see accumulation year over year. Agreed that this can be added.
- Board has approved the 2017 budget.

10) **General safety notice for residents.** The following points should be communicated for awareness. Nora to prepare notices. This notice could be posted on door knobs instead of mailed.

- Fix post lights
- Don't leave cars unlocked on driveways
- Don't leave garage door openers in cars outdoors; pick up your mail promptly/daily.

11) **Annual neighborhood maintenance reminder.** Send it earlier this year, and consider combining with safety notice. Nora to prepare notices. The following points should be included:

- Maintain landscaping (lawn, remove weeds, remove dead bushes)
- Submit ACC forms before starting work.
- Inform residents of China Falls email address and Facebook site.

12) **Facebook site.** Agreed it would be helpful to have a way to announce and communicate regular HOA meetings, as all residents are welcome to attend.

- Currently there exists a Facebook site setup some time ago, but it was not announced to the neighborhood and is not being used, is owned by Lulu (Lot 28). Nora to contact her to add administrators of site.
- Agreed to post meetings as events on the FB site. Facebook site should be changed to private not public. Not all homes use FB. Meeting dates and times should also be published on the public website, but not the location since meetings are often at a private home. Visitors will need to contact the [chinafallshoa@gmail.com](mailto:chinafallshoa@gmail.com) for meeting location.

13) **Washing of mailboxes.** Agreed to pay \$100/person for 1-2 people to wash. Doug will hire a couple neighborhood folks to clean and remove the plastic display holders.