

Jesse's Bluff HOA Organizational/Transition Board Meeting
Monday April 20, 2015—6:30 PM
Northside YMCA – 10727 N. Newport Highway

Board members present were Cindy Thiel, Steve Allen, Daryl Alvernaz, Sanjay Logani, Patty Webster, Mike Workman and Mark Thies. A home owner, Matthew Wallace, also attended the meeting.

Cindy Thiel called the meeting to order at 6:40 PM.

Secretary Report – Mark Thies

Minutes from the February 23, 2015 meeting were reviewed and approved.

Introduction of Guest – Darryl Alvernaz

Darryl Alvernaz introduced Kim Transue, Owner – HOA Management Services, LLC. Darryl discussed the desire of the board to review alternatives to managing the HOA. The board is interested in evaluating possible alternatives including outsourcing certain responsibilities.

Kim Transue described the services provided by her firm. The services include:

- Performing the roles of board members and reporting to the board
- Working with homeowners on payments, liens, collections
- Monthly reporting including balance sheets, income statements and related detail for cash balances and accounts receivables.
- Preparing budgets
- Driving through the neighborhood regularly to determine compliance with CC&Rs.
- Proposed fees for such services is \$84 per occupied house per year.

The board thanked Ms. Transue for her presentation and indicated that Darryl Alvernaz would get back to her regarding its decision.

Homeowner Issue – Cindy Thiel

Matthew Wallace, 9916 N. Alberta Court, attended the meeting. Mr. Wallace had received a letter stating non-compliance with certain CC&R's. Mr. Wallace disputed the non-compliance. He stated that he believed he was in compliance. The board discussed the matter and indicated that, after further review of the facts, Mr. Wallace was in compliance. The board thanked Mr. Wallace for attending the meeting and his thoughtful way of resolving the matter. Mr. Wallace thanked the board and stated that he was impressed with the process the board went through in making their decision. Mr. Wallace then departed the meeting.

Treasurer Report—Steve Allen

<u>Checking Account</u>		<u>Reserve Funds (STCU MMA)</u>	
Balance Jan. 1, 2015	\$ 26,984.80	Balance Jan. 1, 2014	\$ 42,668.57
Deposits to date	33,182.68	Deposits	0.00
Expenses to date	(9,823.66)	Interest Earned	26.31
Transfers (Reserve Fund)	<u>0.00</u>	Withdrawals	<u>0.00</u>
Balance to date	\$ 50,343.82	Balance to Date	\$ 42,694.88

Deposits to the WA Trust account include \$70.00 in late fees and interest collected from homeowners. Deposits also include Liens collected of \$606.92 on 2707 W. Graves from BB&T.

Property liens will be filed with the Spokane County Auditor on April 23rd for owners who did not pay their 2015 HOA Assessment. Late Fees still owed on non-liened properties will be carried over to the 2015 Assessment.

The 2014 Federal Income Tax Return has been completed and filed with the IRS.

There were 3 property closings for new construction during this 1st quarter.

Motion was made and approved that Mark Thies will perform the independent audit of the accounts.

Motion was made and approved to add Darryl Alvernaz and Cindy Thiel as signors to the bank signature cards and to remove Alex Ganea and Tim McCandles as signors.

Committee Reports:

Architectural Committee—Daryl Alvernaz and Sanjay Logani

Architectural approval was given for the following:

- Three shed requests
- Three concrete projects

Two vinyl fences
One new house plan by owner
One re-paint

All paperwork is on file with the committee.

To expedite our responses and save on postage, the committee has give phone approvals to the homeowners with the option of receiving paper approvals. This has been well received.

Landscape Committee—Darryl Alvernaz/Mike Workman

Jared Shaw, Innovative Lawn & Landscape, the contracted landscape company will begin work in May 1. He did a one-time mowing in April prior to his contract. Weed and feed fertilization just completed and system wide water has been turned back on but not currently set to water.

Previous reported leak at Benavidez residence was located at our valve box on 5 Mile strip and was fixed with minimal effort and expense. Also, as in prior years, sprinkler heads in various locations have needed attention with repairs, adjustments and replacement parts, particularly in the small swale behind the Dahl residence at Hawthorne and Alberta Circle. All of this has resulted in an approximate \$250 billing to us this week.

The board discussed the need to prepare letters to homeowners reminding them of the requirement to have trees included in their street strips.

The board also discussed the Rogers Road entrance. Further discussion with the homeowners on Rogers Road is necessary.

Legal Committee – Cindy Thiel

The Secretary of State Annual Report was amended by our attorney, Steve Anderson, to reflect changes in board membership and officers.

Copper Basin vs Daniel Oehler has been settled.

The majority of Copper Basin lots in Jesse's Bluff have been sold to Hayden Homes.

White Diamond Homes has broken ground on at least one home in Jesse's Bluff. The owner is Dale Seagal, a former Copper Basin construction employee. Cindy will arrange for a meeting with Dale to address HOA concerns.

The HOA attorneys received a letter addressing the Board from Daniel Oehler's attorney. The HOA replied and addressed the issues in the letter.

Cindy Thiel consulted with the HOA attorney on the benefits of keeping the attorney on retainer vs. consulting on an as-needed basis. Steve Anderson recommended consulting on an as-needed basis, as this method would be more cost effective for the HOA.

CC&R Compliance—Patty Webster/Mike Workman/Steve Allen

The following notices were issued: -

9916 N. Alberta - Trailer and yard debris

2609 W. Jared – Barking dog

10215 Lindeke – Lawn maintenance

2619 Hawthorne – Lawn Maintenance

Also responded via email to person requesting extension of 7 days for boat. Informed person that we don't have a 7 day extension.

Car permanently parked on street at 10211 N. Cochran Rd. (resolved)

Utility trailer stored on driveway at 2516 W. Jared Ct. (resolved)

Car permanently parked on street at 10316 N. Alberta Rd. (resolved)

Trash and recycling bins are visible from the street in several residences. Patty Webster has a letter ready to distribute that will include a reminder to store the receptacles out of sight in compliance with CC&Rs.

The board discussed pros and cons of the previous policy requiring concurrence of four board members for actions taken by the Architectural and CC&R Compliance Committees. This policy was a decision of a previous Board, and not required by the Bylaws. It had been discontinued last year, but a motion was made and passed to continue the policy, for non-compliance issues that are in "gray areas".

The board discussed revising the letters being sent out for violations and the committee will recommend a revised letter at a future board meeting.

Old Business:

Garage Sale – Patty Webster

Patty has prepared a letter for distribution to homeowners. The date has been set for June 19 and 20.

Copper Basin Construction Building Concerns—Cindy Thiel

See Legal Committee Report.

Tree Planting in Street Strips—Patty Webster

Patty has prepared a letter to remind homeowners who have not planted trees of the requirement to comply with CC&R's.

Trash Receptacles Visible from the Street – Mark Thies/Cindy Thiel

Patty has prepared a letter to remind homeowners who have trash receptacles visible from the street of the requirement to comply with CC&R's.

Rogers Road Entrance – Mike Workman

Mike Workman will work with the two homeowners bordering the entrance to determine if they will comply with HOA requirements. Letters to the homeowners may be necessary. One home is for sale, and the current homeowners should advise potential buyers of the requirement for landscaping. (Open—Mike Workman and Patty Webster)

Explore Possibility of Hiring HOA Management Company – Darryl Alvernaz

See Introduction of Guest above. The board is exploring the possibility of hiring a HOA management company, due to the difficulty in recruiting board members, and the time demands of administrative tasks.

Condition of Asphalt on Roads (N. Alberta and others including storm drains) – Darryl Alvernaz/Cindy Thiel/Steve Allen

The board discussed the condition of the roads. Caution cones have been placed in trouble spots. Future discussion regarding turning roads over to the county is necessary. Open item (Cindy Thiel)

Responsibility for Sidewalks and Curbs – Cindy Thiel

Sidewalks and curbs are the responsibility of the developer, but will be “turned over” to the county upon completion of the development.

Copper Basin Future Building Plans – Cindy Thiel

See Legal Committee Report. Cindy to meet with Dale Seagle to discuss HOA concerns. Open – Cindy Thiel

Lots on Alberta Road, near Hawthorne Road, no longer platted – Cindy Thiel

The board discussed the matter and determined such lots are no longer platted for development. This may be a matter to discuss with Hayden Homes, if they are the owners of that property.

New Business:

HOA Records Storage – Cindy Thiel

Board discussed exploring options for document storage at a future meeting.
(Open—Cindy Thiel)

Explore Possibility of Hiring HOA Management Company – Darryl Alvernaz

Darryl will have a second service provider attend the next HOA board meeting in July.

The meeting was adjourned at 8:05 PM.

Respectfully submitted,

Mark Thies, Secretary

Cindy Thiel, President