

The Village at Lake Chelan Board Meeting Minutes  
March 5, 2016

Call to Order:

The meeting was called to order at 10:00am. In attendance from the Board were Sarah Cushing, Lee Parker, Karen Holst, Jason Fors and Leslie Burns.

Approval of Meeting Minutes:

A motion to approve the meeting minutes from the December 5, 2105 meeting was made. Motion carried

Resident/Owner Brief Comments:

- A request to consider keeping the front walk-through gate unlocked during daytime hours was made due to children using the gate when they get on and off the school bus each day.
- A complaint of speeding contractor vehicles was made. Sarah requested that all such complaints get directed to her in a timely manner so she can address the issue with the offending parties/lot owners right away.
- The removal of the "For Sale" signs which were located along HWY 150 is appreciated by several residents in the neighborhood.
- A reminder that contractors are not allowed to park on private lots (unless they receive pre-approval from the Board). Contractors may park on the street during work hours as long as they are not blocking the flow of traffic.
- A resident suggested the Board consider creating "Adult time" only at the pool in the afternoon.
- A resident noted that gravel from the driveway of lot #113 is being dragged into the street and is creating a mess.

Committee Reports

Pool Committee:

Leslie presented her findings on the bids for the pool maintenance project. A motion was made to accept the bid provided by Pool to Spa of Wenatchee and to schedule the work for completion, in time for opening on Memorial Weekend. Motion carried.

A motion was made to have the existing, non-functioning water tank replaced and to allow Sarah to contact our plumber to schedule the replacement. Motion carried.

A motion was made to schedule the pool hours for Memorial Weekend the same as last year, since it was the first year we had very little vandalism. The pool hours will be Fri/Sat/Sunday normal opening time and closing time at 7:00pm. Motion carried.

Landscape Committee:

Ed Holst provided a suggested Landscape Committee scope of responsibility document. A motion was made to accept the document with the addition of the language, "The Board is responsible for issuing notices of non-compliance. Motion carried.

The Village has a significant amount of sumac trees, primarily in the area of phase 1 which are considered to be noxious plants and they need to be removed. Most of the trees are on privately owned lots. A motion was made to have the Board send letters to the property owners regarding the necessity to have the trees permanently removed. The owners may elect to have them removed on their own, or the HOA will have the trees removed and the owners will be billed for the work. Motion carried.

ARC Committee:

The ARC Standards were drafted and updated by ARC Committee member Brenda Zeiger and presented by Karen for final review. A motion was made to accept the document with the following exceptions:

- 6.1-Remove the reference to lot 19 and multi-family housing
- 6.5- include language, "or other approved architectural detail"
- Correct one typo

Motion carried.

Lee presented a suggested ARC scope of responsibility document. A motion was made to accept the document with the following exception:

- 7-"Fines can be assessed per the Rules & Regulations by the Board of Directors." Removed the authority of the ARC Committee members from assessing fines.

Motion carried.

Financial Report:

Jason provided a budget update and explained some work from 2015 was billed either late in 2015 or early in 2016 and has been paid out of the 2016 budget. In addition, Jason explained that irrigation fees have doubled as a result of a fee increase by the Reclamation Department and the snow removal fees exceeded the 2016 budget due to larger than normal snowfall this year. The increased irrigation fees will be considered when drafting the 2017 budget.

The 2015 final expenses were over budget, due to fees paid to Larry Hibbard. The fees were a result of getting the new architectural review process documented and put into place.

A motion was made for the Board to draft a letter to the owner(s) of lot #16 to address past dues owed and landscape associated issues. Motion carried.

Jason also reported the following:

- The Association CPA is working on the 2015 HOA tax return.
- The emergency pool phone will have a new account set up each season, rather than putting the account into hibernation, which still results in a fee, even though it isn't being used.
- 3 owners have liens on their property due to outstanding HOA dues. Two of the three owners appear to be working with Jason on a payment solution.
- Some owners have not updated their HOA dues auto-pay amount to the new rate of \$55.
- The 3-year audit has been completed, but Jason has not yet received the bill. He is expecting it shortly.

Old Business:

- Fence replacement and bids- Sarah presented multiple proposals from three companies which use wood and vinyl fence products. The decision was tabled until April 1st in order to give Board members time to go and check out the products and available colors.
- Pool project and bids- See information under Pool Committee report.
- Review revised ARC standards, discuss and vote- See information under ARC Committee report.
- Gate closure schedule for holidays- The front gate will be closed 24 hours a day, beginning Friday and opening back up for normal hours on Tuesday, during holiday weekends (Memorial weekend, Labor Day weekend)
- Pool hours for Memorial weekend- See information under Pool Committee report.
- Changing front gate and pool gate codes- The gate codes will be changed on or about May 1st. The front gate will be changed to [REDACTED] and the pool gate will be changed to [REDACTED]
- Approval of landscape contract and scope of work for 2016 (lawn care, pruning trees, landscape projects at entrance)- Sarah reported we do not have the landscape contracts yet. The Board directed Sarah to have Dirk continue to work on the vacant lots as he did last year and to have Miguel Romero's crew conduct

all necessary lawn care, remove dead/dying trees and shrubs and complete general landscape clean up as normal.

New Business:

- Lot 21 fence placement appeal (4 feet back from corner of house)- The Board heard the lot owner's appeal. A motion to approve a 2 foot setback was made. Motion carried.
- Use of common facilities for owners with outstanding HOA balances in excess of 3 months- A motion was made to restrict the use of all common areas by property owners and their guests if their outstanding HOA dues are in excess of 3 months. Motion carried. A warning letter will be sent to all offending parties. All rights to the use of common areas will be restricted if the outstanding balances are not brought current.
- Sledding on common areas and private lots- The Board took no action.
- HOA post office box for Village business- Sarah will open an HOA post office box for Village business at the cost of \$35 per year. Effective June 1st, all mail should be routed to the new PO box (which will be publicized) and not sent to Jason.
- Treasurer replacement for Jason/Commercial accountant- Sarah will work with Jason on finding a replacement for Jason and his treasury duties. Pay for the position is \$300/month. Jason will assist with the transition.
- Identify new projects
  1. Front gate key pad (for walk thru gate)- Sarah will contact the company who installed the gate and get a bid for a key pad for the walk-through gate. She will also inquire about a remote control system for the vehicle gate.
  2. Entrance beautification project- Leslie will work with the Landscape Committee on designs and upgrades for the entrance planting areas.

Announcements:

The next Board meeting has been scheduled for June 11, 2016, at 10:00am at the Manson Park and Recreation office.

New resident Judy Dai (lot #3) is the chairperson of the Social Committee.

Adjourned:

The meeting was adjourned at 1:00pm.

