

1 **Meeting Minutes**

2 **CVOA Board of Directors Meeting, Tuesday, February 21, 2017, 6:30 PM**
3 Meeting Location: Recreation Center; 3655 E. Lake Forest; Boise, Idaho 83716

4
5 **Members Present:** Chris Bain, Steve Brocksome, Alicia Cassarino, Scott Horsburgh,
6 Gurpreet Lugani, Dave Moore, Karen Narus, Ed Riemenscheider.

7
8 The Meeting was called to order at 6:30 pm by Scott Horsburgh.

9
10 **Quorum** was established.

11
12 **Guest**

13 A homeowner attended the meeting to discuss the snow/ice removal from the micro
14 paths. There was discussion and the Landscape Committee is going to research solutions
15 such as installing signage and possibly closing the micro paths when there is snow on the
16 ground.

17
18 **Neighborhood Watch**

19 Brad presented the Neighborhood Watch update. Brad will prepare an update for the
20 website/Nextdoor concerning online security.

21
22 **Hearings**

23 A Hearing was held for a homeowner that has stumps that need to be removed. The
24 homeowner will be given until the end of March to remove the stumps. If the stumps are
25 not removed by this time, the homeowner will be charged the \$25.00 violation fee until
26 they are removed.

27
28 **Minutes**

29 The minutes from the January 17, 2107 Board Meeting were reviewed and approved.

30
31 **Financial Report for January 2017**

32 The Balance Sheet through 1/31/17 reflects operation checking account balance of
33 \$130,716, CD/Money Market balances of \$318,269, and a main line repair balance of
34 \$16,628. Assessment Receivables totaled \$111,442 and prepaid assessments were
35 \$15,540.

36
37 YTD 1/31/17 revenues from all sources were 15% and expenses were 4% of the
38 operating budget.

39
40 The outstanding receivables were \$111,442 on 1/31/17. Of this amount, \$108,987 is
41 more than 90 days past due. Of the \$108,987, approximately \$93,283 includes homes in
42 foreclosure, bankruptcies, liens and small claims. This amount is approximately 12% of
43 the overall dues income. YTD 1/31/17 \$0.00 has been written off to bad debt due to
44 foreclosure. This amount is 0% of the overall dues income.

45
46 **Reserve Study**

47 There was no update on the Reserve Study

48

49 **ACC**

50 The ACC Request Log was reviewed. A homeowner completed an ACC Request Form
51 for a wrought iron fence that has already been installed. The Board supports the ACC
52 determination that the fence is denied.

53

54 **CC&R/Homeowner's Comments and Suggestions**

55 The drive through log was reviewed.

56

57 The Board reviewed a letter from a homeowner that contained multiple complaints. DSI
58 will draft a letter with the Board's response to all of the concerns.

59

60 **Landscape/Maintenance Update**

61 The tree forts will be taken care of soon. Aloha is doing a lot of tree trimming. The cost
62 of the snow removal may cut into the budgets of some projects.

63

64 The property at Sysco was discussed. There is no landscape maintenance agreement at
65 this time.

66

67 **Firewise**

68 Nothing to report.

69

70 **Recreation Center Update**

71 The security report was reviewed.

72

73 The shade sails have been repaired and installed. DSI will ask Aloha if they are able to
74 bid future maintenance.

75

76 The contract for the new pool contractor was reviewed. He will start with maintaining
77 the pool four days a week. The contractor provided a bid for chemical automation. They
78 will install a volleyball net in the rectangle pool.

79

80 Master Rooter cleaned the drain at the parking lot. This work will be scheduled on an
81 Annual or bi-annual basis. Aloha will be asked to look at the rock installation in this area
82 as it may be contributing to the problem.

83

84 Changes to the Rec Center Rental Agreement were discussed. A \$35 cleaning deposit is
85 now required and will be refunded once the homeowner completes all required cleaning
86 and returns the signed checklist to property manager. The \$300 deposit is no longer
87 required for homeowners. Homeowners understand they are responsible for proper care
88 and custody of the facility and any loss or damage will be billed directly to them. DSI
89 will research comps in the area for cost of dues, cost of clubhouse rentals.

90

91 It was noted that the concrete curbing at the Rec Center may be in need of repairs.

92

93 **RV Lot**
94 There has been no action or movement on the RV Lot. Gurpreet will meet with Heather
95 next week to discuss the re-sizing of the spaces. There was also discussion about getting
96 bids for a new security company that will also cover the RV Lot.
97
98 **Events Committee**
99 Alicia is working on the Spring Trail Clean Up.
100
101 **Webpage/Newsletter/Nextdoor**
102 Chris B will be looking for website committee members at the Annual Meeting.
103
104 **E-mail Proposal and Votes**
105 Split Rail Fence – the letter drafted by the association attorney was approved and mailed.
106 Newsletter – the newsletter was approved and mailed to homeowners on 2/8/17.
107 Lap Pool Resurface – the resurface of the lap pool will be moved to 2018.
108
109 **Old Business**
110 Record Retention – There was no discussion.
111
112 CVOA Handbook – The handbook is available for review by Board Members. Final
113 approval should be at the March Board Meeting.
114
115 **New Business**
116 The Compass Map will be reviewed before finalizing.
117
118 Scott provided a report on the SENA meetings. The Bowler Park was discussed and
119 Scott will be requesting that pedestrian crosswalks be added to Columbia Village.
120
121 Boise City Public Work requested drainage authorization from CVOA for Havenwood.
122 The Board has no issue with the drainage plan, contingent on Havenwood maintaining
123 the stormwater.
124
125 Meeting was adjourned at 9:30 PM.
126
127 Minutes respectively submitted by Shirlee Ponciano.