

## THE SHORES HOMEOWNER'S ASSOCIATION BOARD MEETING AGENDA 10-10-16

### 1. MEETING CALLED TO ORDER

The meeting was called to order at 6:20 PM. All board members were present.

### 2. REVIEW MINUTES FROM SEPTEMBER 12, 2016 BOARD MEETING

There was a motion to approve the minutes from the September board meeting as submitted; the motion was seconded and carried.

### 3. OLD BUSINESS

**Reappoint officers since Brian has left and Doug has joined board; discuss term plans going into 2017**

The below officer positions were appointed:

Mike DePaola	President
Frank Roach	Vice President
Rick Smith	Secretary/Treasurer
Rachel Postigo	Director
Doug O'Neill	Director

### 4. FINANCIAL REVIEW - RICK SMITH

a. **Month end 09/30/16 income and expense report and balance sheet in both cash accounting and accrual accounting**

b. **Aging report month end 09/30/16**

Rick reported income and expenses are on track except for the normal expenses that have been over the past few months. Rick went over these expenses by line items to bring Doug up to date. Leann will send Doug a copy of the Summer Lawns Contract for review. Leann had prepared a financial report to send out to homeowners monthly along with the meeting minutes which was approved.

c. **Updated letter to developer and meeting – needs pricing for water feature heater and irrigation valve gate**

The board is waiting for the last of the expense items to include in the letter for the developer. Rick will then update the letter with these expense items and Mike will set up a meeting with Don.

d. **Start 2017 budget and wish list**

In preparation of the 2017 budget and complete list of all landscape extras and mechanical repairs extras needs to be evaluated. Most all other items for income and expense for budgeting purposes will remain close to what they were for 2016.

e. **NEW BUSINESS**

Rick had no additional new business for discussion.

## 5. MIKE DEPAOLA

### a. **Landscape Update**

Mike provided a detailed landscape update report which is attached to these meeting minutes. He also added that bushes that were originally planted in the fescue areas never should have been; 38 have already been removed and 78 more are scheduled to be removed.

Doug had several questions regarding landscaping concerns pertaining to pre-emergent applications, pest control, tree fertilization, etc. that were discussed.

He added that before anymore flowers are planted in the planter areas the soil needs to be amended; Mike already knew of the soils conditions in all the planter beds and amending them prior to planting will be included in the bid for 2017 flower planting.

Doug came to this meeting with an RFP he had prepared for landscape maintenance for The Shores and a plan to be considered for having The Shores do their own landscape maintenance. Doug said it would take \$10-12,000 in equipment investment and an employee at 40 hours a week for ten months a year at \$17-18 per hour. Doug also recommended sending out the RFP to homeowners asking their opinion of what additional services they would like to see included in landscape maintenance.

Discussion followed with Frank suggesting Doug continue to research this for further discussion.

### b. **Contact new homeowners regarding volunteer opportunities**

Mike would like to reach out to a couple of homeowners to get more help on various committees.

### c. **See financial report to go out to homeowners "Exhibit A"**

Said financial report reviewed and approved above under financial discussion

### d. **Sign for TV**

Leann made a sign to put next to the clubhouse TV asking homeowners not to adjust it unless they can put the setting back the way they found them.

### e. **Email to homeowner to remove flags**

A homeowner's builder installed two inappropriate flags on his house and Leann send an email asking they be removed

### f. **NEW BUSINESS**

Mike had no additional new business.

## 6. FRANK ROACH

### a. **Pumps, ponds, and water features update**

Frank provided a detailed update report which is attached to these meeting minutes.

### b. **Pond Treatment – NC Services treatment course to be decided**

Pond treatments were discussed in detail and Frank recommended doing the treatment recommended by NC Services most recent proposal. This is a sonar treatment that will reduce the need for extensive pond treatments during irrigation season that require irrigation to be shut off for 48 hour periods.

### c. **Irrigation water going off this week**

The flow from the ditch has been reduced to a drizzle but the board hopes to keep the irrigation on through the weekend, or October 16<sup>th</sup>.

**d. NEW BUSINESS**

Frank reported that the den for the mink has been spotted in a pipe near 735 and 704 Watersford. Leann will inform the wildlife control person and if they cannot find it they can call Frank.

**7. RACHEL POSTIGO -**

**a. NEW BUSINESS**

Rachel had no new business

**8. DOUG O'NEILL**

**a. NEW BUSINESS**

Doug's new business was discussed previously under landscaping updates.

**9. ADJOURNMENT**

With no additional business for discussion the meeting adjourned at 7:51. The next meeting of the Shores B of D is November 8<sup>th</sup> at 6 PM.

2016 Budget vs Actual - cash accounting	2016 BUDGET	2016 ACTUAL	NOTES
<b>INCOME:</b>		9/30/2016	
Homeowner Dues	\$ 196,800.00	\$ 162,936.82	
Interest on Savings		\$ 84.63	
Interest on Past Due Accounts			
Set-Up & Transfer Fee	\$ -	\$ 10,000.00	
Architectural Review Fees		\$ 2,665.00	
Fees lost to previous foreclosure property write-off		\$ (8,689.22)	
Developer Contribution			
<b>TOTAL INCOME</b>	<b>\$ 196,800.00</b>	<b>\$ 166,997.23</b>	
<b>EXPENSES:</b>			
Administration/Management	\$ 9,000.00	\$ 6,750.00	
Architectural Review Fees			
Bank Charges			
Christmas Decorating	\$ 2,500.00		more lighting
Common Area Upkeep & Maintenance			
Contracted Mowing & Maintenance	\$ 28,710.03	\$ 21,532.50	
Fertilizer, Weed Control, <b>Pre-Emergent</b>	\$ 795.00	\$ 2,275.00	fescue pre-emergent
Sprinkler Repairs	\$ 15,000.00	\$ 9,656.70	
Pond Maintenance	\$ 21,350.00	\$ 10,049.13	w/sonar fall '16
Flowers for planter beds	\$ 1,000.00		
Tree removal; replacement / CA Improvements	\$ 6,300.00	\$ 9,033.51	
Clubhouse - Improvements			
Clubhouse - Maintenance & Repairs	\$ 2,000.00	\$ 7,241.77	New AC unit
Clubhouse - Utilities	\$ 2,600.00	\$ 2,810.48	Direct TV/Cable Internet
Events/Meetings	\$ 2,000.00	\$ 292.63	
Foreclosure Property Maintenance			
Income Taxes	\$ 10.00	\$ 10.00	
Irrigation System - Pump Power	\$ 15,000.00	\$ 11,778.94	
Irrigation System - Pump Maintenance	\$ 15,000.00	\$ 1,694.81	
Irrigation System - Water	\$ 1,060.00	\$ 1,580.00	
Irrigation System - Water Share Banking - Legal	\$ 1,100.00	\$ 3,403.28	
Liability Insurance	\$ 4,900.00	\$ 3,705.00	
Office Expense & Supplies	\$ 180.00	\$ 140.95	
Pool - Furniture			
Pool - Maintenance, Repairs & Supplies	\$ 10,000.00	\$ 7,508.16	
Pool - Utilities	\$ 9,500.00	\$ 10,582.49	
Postage & PO Box Rental	\$ 375.00	\$ 194.00	
Professional Fees	\$ 500.00	\$ 250.00	
Reserves to carry forward to following year	\$ 18,539.97		
Signage	\$ 250.00	\$ 257.54	
Street Light Maintenance	\$ 1,000.00	\$ 1,401.00	damaged pole repair
Street Light Power	\$ 950.00	\$ 847.47	
Tennis Court Power & Maintenance			
Waterfall Maintenance	\$ 5,000.00	\$ 8,997.52	
Waterfall Power	\$ 22,000.00	\$ 17,453.68	
Website (2014 & 2015 PAID IN 2015)	\$ 180.00		
<b>TOTAL EXPENSES</b>	<b>\$ 196,800.00</b>	<b>\$ 139,446.56</b>	
<b>DIFFERENCE BETWEEN INCOME &amp; EXPENSES</b>	<b>\$ -</b>	<b>\$ 27,550.67</b>	

9/30/2016

Checking/Savings	
WA Fed - Checking	\$ 92,310.08
WA Fed - Savings; Adherence/ACC	\$ 70,896.72
<b>Total Checking/Savings</b>	<b>\$ 163,206.80</b>
<b>Less Accounts Receivable</b>	<b>\$ (1,800.00)</b>
<b>ACC Adherence Deposits - Liability</b>	<b>\$ (27,500.00)</b>
<b>Total Assets</b>	<b>\$ 133,906.80</b>

## HOA Meeting 10/10/2016

### Landscape Update/M. DePaola

#### Page #1

- Had two productive meetings with Summer Lawns since our last HOA meeting. Many issues have been resolved and a new work list developed.
- Previously withheld payments to Summer Lawns have been released since the maintenance issues have been resolved.
- Pump house turf was reseeded and looks much better.
- Common area turf at the corner of Sherington Ct. and Bellemonte Way has been reseeded and irrigation checked.
- Common area hill at Bellemonte Way and Watersford pond has been reseeded. Irrigation to be reviewed as well as shrub trimming or removal.
- Structural Tree Pruning has been scheduled for Section 1, (entrance and park), and Section 2, (club house/pool house). Two more sections will be scheduled for 2017. The Shores neighborhood has been divided into 7 sections for tree pruning purposes. All sections should be completed over the next 4/5 years, based upon budgetary needs.
- Approved proposal to remove the prolific weed growth from the stream of the water feature on Bellemonte Way at Sherington Ct., \$195.00
- Approved proposal to remove deceased/dying shrubs & 2 small Willows along pond & water feature at Watersford Dr. and Sherason Dr. Holes will need to be filled in and seeded. \$710.00
- There are 78 dying/dead shrubs in fescue beds which need to be removed this fall or next year. Proposal for removal is \$2,184.00

**HOA Meeting 10/10/2016**

**Landscape update/M. DePaola**

**Page #2**

- **I am awaiting a number of proposals for landscape projects to be scheduled in the spring of 2017.**
  - **Enhance the landscape design of the entire center island at the Shores entrance. + - \$2,500**
  - **Enhance the planting bed in front of our Club House by adding red twig dogwoods to replace the dead ones which were removed.**
  - **Enhance the corner Club House water feature with new plant material and flowers.**
  - **Enhance the water feature at the corner of Watersford Dr. and Sherason Dr. with new plant material and flowers.**
  - **Consider replacing spruce tree which was removed last month from the corner of Sherington Ct. and Bellemonte Way.**
  - **Structural Tree Pruning of Sections: 3, 4 and maybe 5.**

## Oct Update

- 1) Pump house irrigation sump screen washer valve was replaced by Precision Pump. This seems to have fixed the low level irrigation sump alarms / shutdowns.
- 2) Irrigation pony pump VFD replaced under warranty by Precision Pump. Pony pump running many hours. This may be due to feed of Bellemonte / Sherington waterfall.
- 3) Pool guy, Dan, said he'd maintain our entrance fountain over the winter. Met with Dan Huff to confirm scope. He will maintain our entrance fountain during the winter (chlorinate and check filter). He'll power wash the stones. He'll install a new heater element so we can run it during the winter. The water source for the fountain appears to be from the irrigation system. When the irrigation system is turned off we may evaporate enough water over time that the fountain might not work. We may need to freeze protect it and shut it down for some part of the winter or find a way to fill it back up. Dan acid washed the rocks. New heater element install next week.
- 4) NC Services sent Leann costs for new pond treatments. How do they compare with previous pricing?
- 5) NC Services hesitant to Chlorine treat for smell since they haven't done that. They will look for someone who can. I contacted Idaho Dept of Water Resources for someone who treats wells for iron bacteria and was referred to Down Right Drilling in Caldwell. I have a call into them. Talked with Down Right Drilling and explained our iron bacteria issue. They weren't surprised when I told them our location as it's known for iron problems. They said they treat with something other than chlorine. They will reply next week with a plan. Down Right Drilling responded to our iron bacteria problem after some investigation and recommended we drop 3" chlorine tablets in the fountain sump. This approach needs further investigation.
- 6) Contacted Hiddleston Drilling in Mt Home on recommendation from NC. Hiddleston recommended chlorine batch treatment for smell. Since they are in our area frequently, they will come by and look at our system and come up with an approach and cost. Followed up 10/5 left msg.
- 7) Spoke with Matt Heins of SL and asked for a recommendation to check our sprinklers more frequently. Haven't heard back yet. *every 2 weeks now*
- 8) Doug O'Neil will join us on the board. Cost and approval for MC canal gate valve so we can get water earliest and regulate continuous flow into the Shores TBD.
- 9) Irrigation water shutoff probably 9/12.