

River Meadows HOA

Board Meeting

Meeting Date & Time: Tuesday, February 27, 2024 at 6:00pm MST

Location: Zoom

<https://us02web.zoom.us/j/86892270908?pwd=ZlExLzZyVlVxZ3VUcmMrL3Rwc3djdz09>

Meeting ID: 868 9227 0908

Passcode: 277812

Agenda

Attendance – Quorum

- I. A quorum was established and the meeting was called to order at 6:01pm. Present: David Logan, Thom Heller and Roy McKinstry. Property managers present: Henley West and Michele Brown.

Current Business

- I. The minutes from the January 29, 2024 board meeting were approved. Roy motioned to approve them, Thom seconded; all were in favor.
- II. Finances
 - a. Current bank balances
 - i. Operating - \$27,734.78
 - ii. Reserve - \$19,992.63
 - b. Past due accounts
 - i. Lot 65 foreclosure sale
 - ii. Accounts receivable is currently \$6,646.45. It is possible some are probably checks sitting at the post office. The PM will contact owners who are many months past due via phone to try to collect and/or set them up in Buildium.
 - c. 2023 financials
 - i. Income statement
 - ii. Balance sheet
 - d. 2024 budget (send to owners by March 31, 2024) – The budget is located in the 2023 minutes. What is required by law is to send out the annual operating budget, past year P&L and balance sheet, and the dues and fees schedule. These documents need to be sent out to the owners by March 31, 2024. The annual meeting minutes were sent out to all owners in December 2023, but did not include P&L and Balance Sheet. PM will have all documents on the website, and send out to the owners. If members cannot access the information on the Google Drive, now you have it on the website.
 - e. 2023 Federal and State tax filing (SSRE to contract with their Accountant)
 - i. The 2022 tax return was filed under the incorrect name. The new accountant has rectified this. The 2023 tax return has been signed by the President and filed with Idaho and the IRS. \$10 for taxes is due to Idaho.
 - f. 2023 1099's (Completed by SSRE)
 - i. The 2023 1099's were filed by PM on January 29, there were four.

- g. Late fee assessment
 - i. Wait until the end of March to see who PM can get a hold of, before assessing them.
- III. Water/sewer update
 - a. Lot 63 needs to upgrade and move their water meter. Needs to include the house and the landscaping water, not just the culinary water. Thom has contacted them but has not heard back.
 - b. Lot 53 might have the same issue as lot 63.
 - c. Lot 21 might have an issue as well. They never went over 5,000 gallons in 2023.
 - d. Lot 65 needs to install their meter prior to their sale in March.
- IV. Design Committee Update
 - a. The transition from lot fee to house fee is when the owner breaks ground for construction. In addition to increasing the dues, Valley Vista Estates also needs to be notified that the number of homes has increased. The Board will notify PM when ground is broken. PM will notify Valley Vista.
 - b. Current construction
 - i. Lot 55
 - ii. Lot 50
 - c. Plans submitted and fee paid
 - i. Lot 69 – pre-construction meeting next week
 - d. Potential construction, plans submitted, feedback given
 - i. Lot 14
 - ii. Lot 47
 - iii. Lot 46
 - e. Expressed interest in building
 - i. Lot 78 – no plans yet
 - ii. Lot 19 – next year
 - iii. Lot 67/68 – seeking contractor, would like to build this summer
 - f. Design committee storage by lot # in Google Drive
- V. Common area updates
 - a. Snow plowing
 - i. Is conscientious of neighborhood needs.
 - ii. There may be an owner or two that have taken it upon themselves to call the snow removal company to request a plow. The same contractor does driveway snow removal, so this is probably where they intersect, and it complicates things. Need to let contractors know that if homeowners call they need to refer to the PM or Board.
 - b. Needed contracts for summer 2024
 - i. Mowing and weed spraying – PM will start making contact in March. Roy will email Michele maps, acreage, etc.
 - ii. Chip seal (HK) – PM will contact ASAP. Contact information in Google Drive
 - iii. Hidden Springs – Fire Certification – Sent with prepayment check of \$375
 - c. Pasture lease for 2024 (Cayden Campbell 2023 lessee is interest for 10 cow/calf pairs @\$1.00/pair/day) – Kathy has been in touch already and he is interested.
- VI. Other business
 - a. CC&R revision committee (Alfred Lockwood (Lot 4) and Deb Taylor (Lot 18), Patty McGrath, Mary & Thom Heller. –

- i. The committee has met twice.
 - ii. Will start with first three articles, and they have found a number of items that are no longer applicable. They will group all items that are not applicable as one bullet item, to condense the CC&R's.
 - iii. Resolving conflicts, dealing with longstanding issues, attempt to change the voting percentage down to 66%. Going back and forth within the committee. One member would like to just try to deal with only the percentage issue, but the rest of the committee would like to tackle it all at the same time.
 - iv. Will try to take care of 3-7 items; will include the fence amendment, voting percentage and a couple of other items. The hope is that within the next 4-5 meetings (2-3 months), will have a product that can be presented to the board and an explanation to send out to the owners. Trying not to address the architectural issues.
- b. PM website
- i. Annual meeting minutes need to be added. Have all the years except 2019.
 - ii. Put the board meeting minutes in the Google Drive and add a link to the website.
 - iii. The Covenants and Rules Enforcement Policy on the website needs to be edited.
- c. Review enforcement policy
- i. Item #11, the fine schedule is not enforceable. Roy moves to approve the enforcement schedule as written, but remove the \$ amounts, first and second notifications are written warning letters, and the 3rd and subsequent covenant violations to be turned over to the attorney. Thom seconds. All in favor and the motion passes. Will be updated on the document and website.
 - ii. Item #12 needs to remain because there are construction and other fines that have been adopted.
- d. Owner access to HOA information
- i. Google Drive and website.
 - 1. There are owners that do not use Google and find it difficult to use.
 - 2. They are now able to use the website for another option.
- e. Vendor communication
- i. needs to be from the Board or PM, not owners. No changes can be made by the owners and needs to be communicated to the contractors. Set the policy with Vendor.
 - 1. Snow Removal – O'Brien
 - 2. Weed Spray
 - 3. Landscape Maintenance
 - 4. Water Operator – Clearwater
 - 5. Fire Certification – Hidden Springs
 - 6. Generator – Western States CAT

Next Meeting – Tuesday, April 9th @ 6pm on Zoom.

Meeting Adjournment – 6:54pm