

**4th Board Meeting
Reflection Lane Homeowners Association
Minutes
27 March 2003**



Location: DuGal Residence

Attendees: Toni DuGal
Margaret Marlatt
Calvin McDonald (minutes author)

1. **ANNUAL MEETING:** The main purpose of this meeting was to prepare for the upcoming Annual Association meeting on April 10, 2003. Toni handed out and we reviewed and refined a list of activities that the Board has been involved with since last years meeting. This will be presented to the Association to start the meeting. Calvin reported having mailed notification letters to all members on March 26, 2003. See **Certificate of Notice** on last two pages of these minutes.
2. **INSURANCE:** Margaret reported her findings on HOA liability insurance. Rough quotes have been received from two insurance companies. We are prepared to present the option of purchasing liability insurance to the members and the cost it will add to their yearly dues. This will be voted on in the meeting.
3. **VOTING:** We briefly discussed the process of voting during the Annual Meeting. Changes in yearly dues require a 60% vote. Of the 9 lot-owners, this is 5.4. It was determined that standard account round-off applies, thus 5 members of the 9 could pass a motion to change the yearly dues amount. All other votes require 6 of the 9 total lot-owners to pass.
4. **ENTRY:** The entryway is currently all torn up as it is suspected there is a leak in the pressurized irrigation plumbing. We are currently waiting for Agrilines to dig up the area and inspect it. It is possible that this is the cause of our high power bills. The Board recommended that we stop-payment on the check to Rich Porter for the back power bills as he may be liable if the system has not been provided to the Association in good working order.
5. **FINANCES:** Calvin will present the current financial status of the Association at the Annual Meeting. As we will be proposing several different potential increased to the yearly dues, a calculator will be brought to tally sums while we consider options to vote on as a group. We also discussed when the due date for

2003 dues should be. The By-Laws state that the Board sets the date. We agreed on June 1, 2003.

6. HOA WEB SITE: It was decided that the Association's legal documents should be made available to members on the HOA website. Calvin took the action to complete this.
7. CC&R VIOLATORS: Once again we discussed ways to tactfully remind violators of the CC&Rs that they are exposed potential litigation.
8. IRRIGATION: Jim and Terry will report on the irrigation system and a watering schedule.
9. PRIVATE PROPERTY: It was decided that during the Annual Meeting a reminder should be given that each lot is private property and the riding of vehicles and animal should only be done by permission.
10. ROADWAY: We also discussed the potential ways we might deal with landscaping along the sides of our roadway. Several methods were proposed including do nothing, have the HOA install and maintain a uniform landscape, have each member maintain their own but be require to make this look alike and let each person do whatever they want – other than do nothing. This will be discussed and maybe voted on in the upcoming Annual Meeting. We will also discuss and vote on retaining ownership of the road or giving it to the County.

Calvin McDonald

Action Item Log

	Action Item	Date Opened	Date Required	Date Closed	Person(s) Assigned	Resolution
1	Have Rich Porter set up association then transfer to homeowners	4/10/02	5/1/02	5/28/02	Sheri Maupin	Done
2	Verify power has been connected to irrigation system, learn about system, set up irrigation schedule, and investigate if pond can be hooked up to water rights now.	4/10/02	5/1/02	5/28/02	Jim/Terry	Done, system in use routinely by DuGal's and McDonalds.
3	Evaluate the anticipated expenses and make a proposal on the assessment to the association.	4/10/02	5/1/02	5/28/02	Board	Done, found no reason to alter the \$200.00 called out in the current CC&R's
4	Repair lights at entrance	4/10/02	5/1/02		Sheri Maupin	Void
5	Draft amended language for architectural control	4/10/02	5/1/02	7/19/02	Margaret	Done
6	Contact General Contractor on road to discuss what testing was completed.	4/10/02	5/1/02	5/28/02	Toni	Done, Toni contacted American Paving and received a verbal description of the construction of the road. We determined we needed more. Follow-on Action logged below as #12
7	Investigate additional information about turning road over to county	4/10/02	5/15/02	7/19/02	Board	Done, Toni gather data. Additional data may be obtained while we await HOA decision about fate of road.
8	Find out information about proposed church (contact Ron Thurber)	4/10/02	5/1/02	5/28/02	Toni	Done, Toni acquired elevation and plat drawings of proposed building. Drawings on file for members availability at McDonald's home.
9	Contact Sheri and have old culverts removed	4/10/02	5/1/02		Toni	Done
10	Is there an irrigation system pipe ripped out on Todd's lot?	4/10/02	5/1/02	5/28/02	Todd	Done, false alarm.
11	HOA's By-laws written up	5/28/02	7/1/02	7/19/02	Margaret	Done
12	Contact American Paving and get more details about our road	5/28/02	7/1/02	7/19/02	Toni	Done

Action Item		Date Opened	Date Required	Date Closed	Person(s) Assigned	Resolution
13	Obtain the master electronic copy of our CC&R's.	5/28/02	7/1/02	7/19/02	Calvin	Done
14	Meet with George Porter about entryway	5/28/02	7/1/02	7/19/02	Calvin	Done
15	Ask George Porter to maintain entryway	7/19/02	8/1/02	9/24/02	Toni	Done
16	Distribute HOA documents to members	7/19/02	8/1/02	9/24/02	Calvin	Done – 3-ring binder with all documents given to all lot owners.
17	Invoice members for 2002 dues	7/19/02	8/1/02	9/24/02	Calvin	Done
18	Have second amendment signed by all members.	7/19/02	8/1/02	9/24/02	Calvin	Done – all signed but David Kimbrell
19	Have irrigation system finished	7/19/02	8/1/02		Jim/Terry	Waiting until spring
20	Get entry lights and install them ourselves	7/19/02	8/1/02	2/13/03	Toni	Done
21	Have second amendment recorded	7/19/02	9/31/02	2/13/03	Margaret	Done
22	Contract Porter/Mills and request changes to Entry and Roadway property descriptions. Roadway to be deeded to HOA, Entry to be resurveyed to include portions of land currently owned by lots 42A and 42B.	9/24/02	9/31/02		Toni	Roadway had been deeded. Still working on resurvey of Entry
23	Contract Poyzer's and inform that the Second Amendment is in effect and they can now gather their 6 signatures for their out-building.	9/24/02	9/31/02	2/13/03	Calvin	Done
24	Get with Jim and discuss irrigation shutdown procedure and schedule.	9/24/02	9/31/02		Toni	
25	Get with Jim and discuss possible leak in Entry irrigation system and the flooding in Jim's lot	9/24/02	9/31/02		Toni	
26	Get with Jim and discuss possible chemicals that might be added to pond to control algae.	9/24/02	9/31/02		Toni	
27	Publish a News Letter	9/24/02	9/31/02		Toni	
28	Get liability insurance quotes on HOA-owned property	9/24/02	10/31/02	3/27/03	Margaret	Done

Action Item		Date Opened	Date Required	Date Closed	Person(s) Assigned	Resolution
29	Contact Rich Porter about delay on paying back power bills	2/13/03	2/20/03	2/20/03	Calvin	Done
30	Check with Idaho Power on accuracy of irrigation power bill	2/13/03	2/20/03	2/20/03	Calvin	Done – Bill is correct.
31	Monitor Irrigation pump to determine source of high power bills.	2/13/03	2/26/03		Jim/Terry	
32	Produce a water schedule that will lower power bill	2/13/03	4/-/03		Jim/Terry	
33	Determine if tax filing is required and file if so	2/13/03	3/15/03	3/27/03	Margaret / Calvin	Done, filed
34	Ask Terry to file construction paperwork for new barn	2/13/03	2/13/03	2/13/03	Toni	Done
35	Mail Annual Meeting Notification letters to all members	3/20/03	3/31/03	3/26/03	Calvin	Done
36	Call all members and verify receipt of Annual Meeting Notification letter.	3/27/03	3/31/03	3/31/03	Calvin	Done
37	Call father-in-law about liability insurance	3/27/03	4/10/03		Toni	
38	Stop Payment on check to Rich Porter.	3/27/03	3/28/03		Calvin	Done, check already cleared
39	Check on liability insurance held by Vic Lane HOA.	3/27/03	4/10/03		Calvin	
40	Post legal documents to HOA website.	3/27/03	4/10/03		Calvin	
41	Report on irrigation system and watering schedule.	3/27/03	4/10/03		Jim/Terry	

CERTIFICATE OF SERVICE

I hereby certify that I served the foregoing (following page) NOTICE on the following named persons on March 26, 2004 by first class mail with postage prepaid to said person(s) a true copy thereof, contained in a sealed envelope, addressed to said person(s) at their last-known address(es) indicated below. I also hereby certify that a Board member contacted each person named below and verified that said NOTICE was indeed received by said person(s).

Toni & Lisa DuGal
8801 Reflection Lane
Middleton, ID 83644

Bart & Nan Summers
8802 Reflection Lane
Middleton, ID 83644

David & Kaye Kimbrell
11739 W. Musket Ct.
Boise, ID 83713

Steve & Margaret Marlatt
8875 Reflection Lane
Middleton, ID 83644

Terry & Stacy Poyzer
8924 Reflection Lane
Middleton, ID 83644

Todd & Shelly Henry
8923 Reflection Lane
Middleton, ID 83644

Jim & Tammy Spaulding
8982 Reflection Lane
Middleton, ID 83644

Calvin K. McDonald, Secretary
Reflection Lane Homeowners Association
March 31, 2003

March 20, 2003

Dear Member - Reflection Lane Homeowners Association:

The Board of Directors of the Reflection Lane Homeowners Association is hereby announcing the annual Association meeting for all members to be held April 10, 2003 promptly at 6:30 pm at the DuGal residence (1801 Reflection Lane).

Your attendance is very important as we will be discussing and voting on several important issues. The proposed agenda is as follows:

- Report on Board Activities (action items)
- Vote on Roadway Ownership
- Financial report and 2003 Budget requirements
- Homeowners assessment review
- Architectural Control report
- Irrigation plan/schedule for 2003
- Announcements/Reminders
- Board Election
- Open Discussion

Sincerely,

Calvin McDonald
Secretary, Reflection Lane HOA