

**7th Board Meeting
Reflection Lane Homeowners Association
Minutes
13 July 2004**

Location: Bailey Residence (8982 Reflection Lane)

Attendees: Kim Bailey (President)
Chris Bailey
Kaye Kimbrell (VP)
David Kimbrell
Toni DuGal (past President)
Margaret Marlatt (past VP)
Calvin McDonald (past and present Sec., minute's author)

1. **IRRIGATION SYSTEM:** The meeting began with a discussion about the irrigation pond on Lot 42B (Bailey). Bailey's pointed out several concerns about the condition of the pond including: its changing water level, excessive weed and algae growth, silt build-up, health risks and the canal flow-through system which is not working. Attendees of the meeting took a tour of the pond to observe its condition first-hand. Bailey's came to the meeting with a good start on collecting data on the cost and options (not all presented as HOA responsibilities) of correcting the problems. These included organic treatment for the algae, a fountain, installing a weir¹, correcting the canal flow-through system, installing a head-gate² in the canal (as well as several other methods of obtaining canal water).

In some cases, Bailey's had already paid for and begun attempting to address some of these problems. They have purchased and applied organic additives to address the algae problem. They have attempted to lower the inlet pipe. Weeds and algae have been both manually and mechanically removed both on the perimeter of the pond as well as in it and a small pump was purchased that is pumping water from the canal to the pond via the inlet pipe.

Bailey's proposed that the HOA incur the cost of installing a weir (their first choice and in their opinion the best solution based on data gathered to date) to help prevent excessive draw-down of the pond level and to help maintain its level to smaller fluctuations - making landscaping and weed control more feasible.

A lengthy discussion occurred in which the problems and possible solutions were discussed. There was conflict in the discussion mainly caused by an unclear understanding of a division of responsibility between the lot owner (Bailey's) and the HOA. The division of responsibility was not discussed in detail. Also adding

to the conflict was the possibility that we could not obtain a passing vote from the homeowners for enough money to address the problems as proposed and Bailey's are determined to address the issues soon.

Due to a concern about funds to address the cost of the proposed weir, a discussion occurred in which an effort to redirect funds designated for other purposes might be apply to the weir, subject to an HOA approval vote. The main target was the money designated to install the pressure sustaining valve – voted in and accessed in a prior Association meeting. It was concluded that this work needed done regardless of the pond issues and it was agreed that we would call Burgess Pump and have them proceed as previously decided. Kaye was assigned to call Burgess and see why they haven't already done the work and get them moving.

The discussion concluded with an agreement to have a follow-up Association meeting in 2 weeks in which Bailey's took the AR to further research methods/costs of gaining more water for the pond and present them for a vote to the homeowners.

2. BOUNDARIES: Due to a shortage of time, this topic was not discussed in any length. There is still concern about every homeowner clearly understanding where property boundaries are in relation to the property defined as our roadway (Reflection Lane). Calvin took an AR to contact Skinner Land Survey company and have them come and walk our property boundaries and describe the legal descriptions with Calvin and Kim present.
3. INSURANCE: It was recalled that purchasing liability insurance, as approved in a previous meeting, has not been acted on. Kaye was assigned to looking into purchasing insurance.

¹ Name and spelling may be wrong and/or non-standard. This name was used in the meeting to describe a cased 20' shallow well in which an electrical pump is installed to pump clean ground water into the pond to help maintain its level and aid in slowing algae growth.

² A damming mechanism to raise the level of the water in the canal so the inlet pipe can remain underwater regardless of normal canal water flow variations.

Opened 5 new ARs (58-62 in table below)

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	Done
32	Produce a water schedule that will lower power bill	2/13/03	4/-/03		Jim/Terry	Not done
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	11/6/03	Calvin	Done, check already cleared
39	Check on liability insurance held by Vic Lane HOA.	3/27/03	4/10/03	11/6/03	Calvin	Done
40	Post legal documents to HOA website.	3/27/03	4/10/03	11/6/03	Calvin	Done
41	Report on irrigation system and watering schedule.	3/27/03	4/10/03	11/6/03	Jim/Terry	Didn't happen, will not happen
42	Contact Irrigation Controller Installer (Brian) for details on who is responsible for the pump failure.	11/6/03	11/13/03	2/10/04	Calvin	Done
43	Contact Alan Mills to see if he order the work done on the irrigation system.	11/6/03	11/13/03	2/10/04	Calvin	Done
44	Contact Jeff at Agri-Lines and get is take on who is responsible for the bill, why the system failed and who ordered the work done.	11/6/03	11/13/03	2/10/04	Calvin	Done
45	Ask Jeff and Brian about winterization.	11/6/03	11/13/03	2/10/04	Calvin	Done
46	Locate key(s) to pump-house.	11/6/03	11/13/03	5/04	Toni	Done

Action Item		Date Opened	Date Required	Date Closed	Person(s) Assigned	Resolution
47	Study the options and cost of finishing the common areas along side Reflection Lane with rock products.	11/6/03	11/13/03	4/10/04	Margaret	Done
48	Study where we got to on the CC&R amendment (time to complete construction)	11/6/03	11/13/03	2/10/04	Margaret/ Calvin	Done
49	Notify Jim/Terry of change to irrigation committee.	11/6/03	11/13/03	2/10/04	Toni	Postponed
50	Find alternate service company for irrigation system	2/10/04	3/10/04	4/10/04	Calvin	Done
51	Write letter to Agri-Lines declining to pay unauthorized bill.	2/10/04	3/10/04	2/17/04	Calvin	Done
52	Deliver copy of 3 rd Amendment to each homeowner for their records	2/10/04	3/10/04	2/14/04	Calvin	Done
53	File original 3 rd Amendment with official HOA paperwork.	2/10/04	3/10/04	2/14/04	Calvin	Done
54	Validate insurance quotes and check on lower deductible.	2/10/04	4/10/04		Toni	Done
55	Check to see if the Board can amend the Bylaws	2/10/04	4/10/04	4/10/04	Margaret/ Calvin	Done - yes
56	Research County records and determine lot ownership	2/10/04	4/10/04	4/10/04	Margaret	Done
57	Call County road department about hole in road by entry.	2/10/04	4/10/04		Toni	
58	Gather data on method of tapping ground or canal water to the pond	7/13/04	7/27/04		Kim	
59	Mail out July 27 th Association meeting notices	7/13/04	7/14/04		Calvin	
60	Call Burgess Pump and remind them to install our pressure sustaining valve.	7/13/04	7/14/04		Kaye	
61	Contact Skinner Land Survey company and have them come and help us understand our property and roadway boundaries.	7/13/04	7/27/04		Calvin	
62	Continue with effort to purchase liability insurance for the HOA	7/13/04	7/27/04		Kaye	

