

# COUNCIL CREEK SOUTH PROPERTY OWNERS ASSOCIATION

## EXECUTIVE BOARD MEETING MINUTES

July 15, 2012

- A. CB, Candy, Mike, Ron, Susan
- B. Approval of previous minutes-
- C. Committee reports-Treasurers Report was reviewed and accepted. Current balance is 24,784.24, with approximately 13,220 outstanding in maintenance fees.
- D. Old Business
  - 1. Near-term Infrastructure Maintenance
    - a. Roads
      - i. Park Road-Contractor, Jason Whitworth, is ready to purchase oil for the road. Board has requested a double application of tar & gravel due to heavy use on this road. Road will be widened to approx. 14ft. Work is scheduled in conjunction with the county and CC, so this causes delays at time.
      - ii. Road base application to Ledge-this was part of our agreement with FS. This will cost approx. \$5000 and will be completed in the future.
      - iii. Finish road base on Echo to last house-tin horn needs to be extended and this is on order. Additional road base will be added to improve drainage.
      - iv. Tin Horn Installation at Whistle and Paul-this is to help control water flow and is currently taking place.
      - v. Mowing tall grass and weeds-currently being looked into for easements. Would be good to mow a couple of times a year, but don't currently have anyone available to do this.
      - vi. Cut and chip cedar on easements-CCSPOA will rent chipper and use Atherton's crew for this.
    - 2. Bookkeeping service
      - a. Transfer of data occurred in April initially. Board members have met several times with bookkeeping services since this occurred. Average cost for the service is \$125 per month.
      - b. Monthly updates of data to bookkeeping service-
      - c. Receipt and maintenance of products- Ron is primarily responsible for this and Susan
      - d. Clean up of Property Owner list-CB has updated this based on County tax rolls.
      - e. Re-baseline Property Owner Assessment Delinquencies to Jan. 1, 2010, which is when the new road fee went into effect. This will involve forgiving approximately \$2000-\$3000 in unpaid fees. This will allow the Bookkeeping service to start clean and provide good records and documentation for the POA.

3. Park/Boat Ramp Management-some history was provided to new board members. Gate code will be changed every other year and sent out with invoices. If property owners observe violations they should contact the sheriff's office.
- E. New business-candy will set up a POA email that will be available to Board members and will have the owners email list.
- F. Parking lot items-POA bylaws are posted on the website. A vote will be held at some time in the future to approve updated and modernized bylaws.

Parking Lot items discussed creating a plat map with names of owners, and reviewed a current list of owners. Priority at this time is to encourage owners to remove dead cedar. CCS has been deemed at high risk for wildfire due to the amount of dead brush and cedar.