

Chiwawa Communities Association
2651 Cottonwood Ln, Leavenworth WA 98826
November 9, 2024 10:00AM

Meeting Attendees:

Matthew Oaks	President
Judy VanEyck	Vice President
Mandy Stocker	Secretary/Treasurer
Dave Lowrie	Board Member
Roger Thomas	Board Member
Lance Jones	Board Member
Bunk Bunkleman	Board Member- absent;excused
Bob Barr	Board Member
Kris Jones	Board Member

Dan Shaffer: Water Administrator

Meeting called to order at 10:01AM by Matthew Oaks

September pre and post meeting minutes approval. – Judy makes motion to approve and Roger seconded. APPROVED.

There were 1 members in attendance. Stewart Mckee (new owner) came in about 30 minutes after we started introduced himself and listened for awhile before departing.

Member Questions / Comments 2 min. each- None.

Water Administrator: Water System Administrator update: 58,000 gallons per day average right now. There is a leak at Grothaus/ Saunders house 2228 Riffle. Not a bad leak, will take care of it tomorrow. The leak is on her side of the property. She needs to replace the entire line.

PFAS testing for next year, all due in Sept 2025. We did receive a free kit to perform testing this Spring. , Variable drive research: electricians came out, they looked at our well electrical system to see about a true 3 phase system. We are looking at putting a variable drive system in place. They cost around \$7,000 for installation for the whole system. We just need to get with Lance at Tumwater for approval with the pumps. PUD is aware that we need true 3 phase, but that will be down the road. VFDs will run off of both current (277) and new (208) power. We can add it to the 2025 reserve projects. We

can talk about it in January after we talk to Tumwater to get the okay. We would like to find a 25KW, quiet water tower generator. This is a wish list thing, but it needs to be addressed sooner rather than later. It isn't a reliable generator currently. Current next year projects are set for lower pine tree (contract out with Dickinson probably) Once we got into the project from this year, found it was running under a community members driveway and felt it was best to move to a next year project so we could get asphalt for the community member at the time of project, standpipes that are failing will be taken at as needed for timing, Matt has been working on the meter reading software, everyone is now in the spreadsheet, it now gets sent out to correct equipment and then it will get set up in our computer. We need to get trained in how to use the project. Salal needs to be contracted out. When we stubbed it out, it goes under our main transmission line and through the middle of the road. It will need to be dug up, the piping dug out. Fire hydrant extensions will be completed in 2025. Tank cleaning is due in 2026 (every 5 years).

Secretary/Treasurer:

Checking: 31,156.25

Cap Reserve: 20,256.71

Saving: 24,294.22

CD1: 26,792.88

CD2: 51,472

CD3: 102,439.47

Mosquito: 3,507.96

Hoping at year end we will have a capital reserve of roughly 200,000. We have 55,000 left to get through the year.

Following the September meeting, we began the AUP agreement. It was completed this Friday. We are waiting for the final report. The only recommendation for improvement appears to be on our year end reconciliations. We had a coding error with one an assessment of \$5. Otherwise, there were no recommendations for improvement. I am excited to get this information to the community at the spring meeting.

We also began the process of the website design. They are working hard to put together what I expect to be an easy to navigate, clean, functional and beautiful product. Matt worked hard to find the remaining community members that were impossible to track down. KUDOS to Matt- he has made contact and now has current information for ALL members. Now, hopefully no one changes their contact info in the next 6 months!

My goals before our next meeting; CDs that come due will be rolled over. I hope to have a completed website and begin the process of loading members into the system. To have a completed year end reconciliation for review and to have enlisted (by January 15) a community member to review our 2024 books. We will send it out to the community to volunteer to see the books and give the annual report.

Old Business:

Matt: BOI- Beneficial owner Information (federal requirement) If you own a business, you have to register you own the business. There is an exception (#19) for 501(c) non-profits. We sent out our documents to Chris Hysom for review, he concurs we meet exemption requirements. If things change each board member will need to register in the future

Firewise- Matt filed the annual report. We met our criteria for our 311 homes. It's roughly \$31 per person for volunteer hours.

Bridge work- No new news.

Swag order- Buelers had a big enough group so Haglunds did not take a minimum order for sizes. She has paid for the order and picked them up. It is a great family gift idea.

Snowman contest- Sunday, December 29th, voting will be 3pm-5pm. Community votes will be counted at 5PM.

Covenants and By-laws motion- Matt asked to address the committee, We wanted them to know we appreciate them. The way the bylaws were written, we need to make a few things a little clearer. Chris is going to update some of the words in the by laws (no change in the updated covenants) and will marry it up with the state law. Still waiting for a recommendation yet for a Q&A session, although we believe it may be appropriate before going to vote in the spring.

New Business:

Board Comments-

Lance: Mosquito manager has put out the new numbers of what will be taxed per lot. The new values will be based on land value. Some community members are getting together to see about getting the mosquito district dissolved. If there was public comment taken. State law only allows taxation in a few different ways. There will be a petition formation taking place. Budget is set for \$100 per lot plus an assessment.

Dave: Fire dept got the siren up and running. It will have some voice recordings for the community to receive emergency messaging. You should be able to hear it 3 miles away.

Mission / Vision review- Matt: The board Finalized our mission/vision statement and goals last year at this time. Did we meet our goals and do we still like our mission and vision? (tabled to January meeting)

New members / home sales- Stewart and Tami McKee on the corner of Kinnikinnick and pine tree and the Joey and Jenn Joanis purchased on Kinnikinnick across street from Duffy and Bradburns' property.

Motion to go into executive session 11:30AM, exit session at 12:26PM
Kris, Matt and Mandy will have a meeting to discuss end of year financials and reserves. We will then have a follow-up meeting to the board to give a presentation of plans for funds before year end. Motioned by Judy second by Roger all approved.

Meeting was adjourned at 12:30PM.
Meeting minutes recorded by Mandy Stocker

A handwritten signature in black ink, appearing to be 'Mandy Stocker', written in a cursive style.

Chiwawa Communities Association

Fall POST-Member Meeting

Lk Wenatchee Rec Club

9/28/2024 12:00 PM

Board members:

Matt Oaks	President
Judy VanEyck	Vice President
Mandy Stocker	Secretary/Treasurer
Dave Lowrie	
Lance Jones	
Kris Jones	
Roger Thomas	
Bob Barr	
Bunk Bunkleman	

Meeting called to order 12:00PM

Matt: I have nothing to address.

Any questions? Comments?

Board members commented on the meeting running smoothly and thankful for the attorney's availability to answer questions during the meeting.

Next meeting will be held at the water building on November 9th at 10:00AM

Meeting adjourned at 12:05PM

Meeting minutes taken by Mandy Stocker



Chiwawa Communities Association
2024 Fall Member Meeting
Lake Wenatchee Rec Club / Leavenworth, WA
9/28/2024

Board members:

Matt Oaks, President
Judy VanEyck, Vice President
Mandy Stocker, Secretary/Treasurer
Dave Lowrie
Lance Jones
Kris Jones
Roger Thomas
Bob Barr
Bunk Bunkelman

Meeting called to order by Matt Oaks at 10:00 AM

68 Members in attendance in person and zoom; met quorum criteria.

Members in attendance via zoom, please identify yourself so we can have a proper counting. Rhonda Alberts, Van Leewan, Scott Fallis, Arnaud, Hougan, John and Jackie Waptika, Barb Lykke, Lindas Ipad did not identify themselves.

Pledge of Allegiance.

Board Member Introductions.

New Member introductions:

Gardner and Lori Porter on Kinnikinnick new construction Derek and Lisa Radke on zoom, Ryan Madison, purchased his Dads place on Riffle.

Approval of meeting minutes. Motion to approve minutes as published by Peggy Lockinger, Mike Borman seconds minutes. All in favor / no Nay's

Matt makes comment to the community. As a follow-up question from the last meeting, Dan is a contractor, not an employee.

Water System Administrator:

Dan Shaffer, 15 years as Water Administrator. Only required to do one PFAS test in 2024 (forever chemicals) came back non detected. We also received a grant for free PFAS kits for testing in 2025. Tested for Disinfectant bioproducts and asbestos in 2024, none exceeded regulatory levels. By DOH levels, we are good to go for the year. We do a daily choline test and monthly colloform test. There were some pipe breaks this year, we have standpipes in our system that are original, they are flush stations. We have removed several, there are 38 left for removal. Our primary source (S-07) well motor froze up and was replaced. Chiwawa wells are used 90% of the time, Cottonwood is only used usually in summer. We replaced all analog meters and are being entered into the database. We will now be able to scan meters. This is helpful for leak detection. Lower Pine Tree project was not able to happen because of time constraints as it will require a removal of a driveway. We opted to put the project to next year as we wouldn't be able to replace their driveway in a timely manner. The lead line survey is now complete. That survey is about what comes through the main, to the meter, to the house. When we replaced all the meters, we replaced anything galvanized at the time of replacement.

Questions:

Mike Borman: When pipe stands are replaced, is that shutting down water to homes? They are flush stations to relieve pressure and flush at the end of the line.

Some replacements may require shutting off water to homes for short periods of time.

Andrea Walheim: Do we know why the pump failed before 5 years?

Dan: It had a 1year warranty and we don't know what made it fail, but it was the motor itself that failed, not the pump.

Ryan Madison: Suppression systems that we have: are they parallel or stub lines? Is it off a specific well, all the wells?

Our wells supply the mains, the mains supply the home, fire hydrants and stub lines. Fire hydrants have separate dedications than the homes.

We are going into winter, remember to detach your hose bibs and turn off your water when not in use. Water usage is now at 95,000 gallons per day.

John: Question on Magnanese: There was a post on Facebook with concerns about Magnenese, can you explain?

Dan: DOH was not concerned about a spike we had in 2022 because we are usually close to zero or untraceable. We retested in May to be proactive; we don't know why the test was off in 2022. Magnanese is a mineral, it is essential to humans, however too

much in infancy can affect development. May 30th test result shows manganese as non-detected. In 2022, when the manganese was detected, it was out of our S-04 well that we don't use as our primary water supply for the system in 2022 we used 160,000 gallons out of S-04 and in 2023 80,000 gallons out of 32 million gallons, that is a huge dilution ratio. We were not required to redo the test, but opted to do so.

Tom Croy: Levels that were reported at .08/per mg per liter is what Dan reported, those levels are acceptable to the world health organization for infants. Health Canada accepts 1.2 milligrams per liter. In a community facebook post, it said that our levels of Magnenese is unsafe for infants, but according to sources it says that is not the case. Andrea Wahleim disagrees with Mr. Croy.

Agenda: Matt is there any requests to change or add anything to the agenda? As the president, I am requesting to change a line item of bylaws vote, I request to change it to comments.

No disagreement from members in attendance

Matt: Due to our Maintenance and operations budget to date, we were unable to earmark funds to the camera system upgrades. We will be tabling that for now.

Mandy Secretary/ Treasurer:

Checking:	\$28,412.00
Saving:	\$34,289.76
Mosquito:	\$3,507.52
Capital Reserves:	\$20,243.83
CD's:	\$179,156.32

A community member suggested doing an Agreed Upon Procedure in lieu of a full Audit. We met with an independent accounting firm Clark Nuber, who also suggested an audit was not the most beneficial route to take, but to do an AUP. They did not have the time to do one in 2023, so we are beginning one this fall that will be completed by year end. CDs have been at 5% and continue to roll over. We will continue to do that and work on our reserve increase. Our sheets are line itemized to show over/under budget. Unfortunately, our insurance was a large over budget expense. We budgeted 25,576. based on 2023 cost, however our insurance company would not keep us. Our new insurance cost for 2024 is \$50,209.81. We are under budget in bookkeeping expenses, Velda is great to work with.

Question: Insurance litigation is what made our insurance costs go up?

A: Yes. So we were terminated from our insurance? Yes. Matt: Also, we did change our coverage somewhat. I will speak to that a bit later.

Michelle Brown: Former CPA by trade, I asked for a 5-year analysis to look at our costs. In 2021 and 22 were around 5,000 per year. They are now 50,000 per year. They will take time to come down, some things need to change for them to come down.

Mandy: Payment options: Did online payment work for everyone? *Nods yes. You can still pay via check or online. We will continue to do so. Website efforts: We have a hard time with mass emails, many people have their email go to spam. We want all members to be in the know. We were trying to save on cost by not going the way of a website, but due to issues getting information out to all community members, we decided it was the best route to go moving forward. Goal is to have one built by January 1. You would have a member portal to access all information from meeting minutes, to bill pay, and any updates we have as a community. The goal is to eliminate the spam component. Ways we communicate are calling, email, Facebook, and the blog. The blog automatically sends an email when something has been added if you're signed up to receive notifications. The website will have that same feature. One of the goals in updating the by-laws was to separate out the secretary/treasurer position, in preparation for that, we are including Kris in the process of navigating treasury items. Mandy intends to maintain the secretary position while Kris Jones will operate in the treasurer roll once the by-laws have been updated.

Kris: Reserve study funding: We are significantly underfunded, and we have big milestones that need to be addressed to get to 30% funded- the percentage of funds is would take to repair our entire water system and assets if needed. We have large expenses coming, so that will be tough, but it is the goal to get there. State law requires us to have and manage a reserve fund. The reserve funds are to limit special assessments. Our water system is aging and we expect repairs to be in our future. We don't know when things will break, so we need to have the funding there and ready so we can stay repaired. Fully funded is different than recommended funding. There are many factors to consider when choosing the budget. Our next key milestone for entities like us to get over that 30% funded level. 30-70% funding is what we strive for, however, the market may not handle that.

Michelle Brown: Reserve funding comment: When she looked at the budget and funding, or biggest expenses are atty fees, insurance and water administrator. We went from an average of \$5,000/yr to \$132,000 over 2 years, and our insurance costs went from \$5,000/year to 75,000 over 2 years. We need to figure out how to manage those costs, a water administrator cost is just that, a water administrator cost. If we don't want a special assessment, we need to get control on the legal and insurance spending. Can we get clarification on what 30% funded means?

Matt: In our reserve study, 3.8 million dollars is roughly the cost it would take to repair replace our water system in 10 years. 100% is considered fully funded, 30% is partially funded. Whatever the reserve fund recommends becomes the goal for our savings. Reserve studies don't consider yearly maintenance and operations that extend the life of our system or CD returns.

Question: Sounds like the community needs a 30% reserve and to do that, we are increasing dues to make that happen.

We are increasing by 25% on assessments. We will not hit our 30% this year. But with doing planned increases over the next several years, we will be able to hit that goal sooner. We do not want to do a massive increase all at once as many of our community members are on fixed incomes and charging a large sum at one time is not fair for all community members. We would prefer to do these jumps annually until we hit the goal and then back it down. We do not want to do a large assessment for the community and it is a last resort. Reserve studies are required to be completed annually.

Old Business:

Comments: none

Electronic communications: We have about 12 members who only want to receive hard copy mailings and roughly 6 members who would like to receive email and hard copy.

Adopt a highway- Bunk: Great turn out for the July event and we are planning for the next one in the springtime. We pick up trash roughly one to two miles of roadway 2 times a year on our stretch of Chiwawa Loop Highway. There was around 12 people who helped in the July event. The goal is to do the work in the morning before the independence parade.

Firewise- Looking for a Firewise coordinator. We submitted and received a \$4,000 microgrant to haul off the debris. **Roughly 200** yards of debris. We all saw the Shugart flats fire with heavy brush, we would like to not have that issue for our community. Every year the microgrant program looks different. It doesn't require a lot of time and Matt is happy to help someone manage the program. Patrick with Cascadia conservation district has implemented a home hardening grant program to Firewise our own homes, reach out to him regarding home hardening your home. It helps with insurance costs and protecting your home.

Bridge work- County will replace a large portion of the bridge. KPFF has been awarded the contract, we will know more later. Earliest start date is 2026 according to the county report. We have a waterline on the bridge and a financial exposure as we will have to move the waterline and replace the waterline at that point when the bridge is repaired. First item, we need the copy of the contract to see if we can get some additional grant

funding. Matt is looking into grant funding and looking at how to have infrastructure funds planned. Matt reaches out regularly for answers and will give the community answers as they come available.

Swag order: We are trademarked and want to get swag out to community members that would like to purchase. We are looking for a screen printer that can handle our small quantity orders, so not currently cost effective.

Independence parade and snowperson competition: we had a fun time this last year. There was a lot of participation and there was great creativity. The date for the snowman competition will be December 29th. You'll see information coming out in December. We would love to see more participation. The goal is to get community members out, spending time as family and friends and to meet one another. Jenni Bunkelman won this years Independence parade. The parade will always be set for the Saturday before 4th of July. That means 2025 will be held June 28th, but hopefully members will still get in the spirit!

River access: We changed the code to the gate and gave the code out at the April meeting. That was intentional to make sure the gate code was only given out to the members. Members were diligent in questioning people that they didn't recognize. If you are a larger group, be respectful of other neighbors. Dogs off leash, not all people have the same enjoyment around pets, please be respectful.

Legal update: Attorney, Megan Starks: Litigation for community: We are currently working on discovery. We do have a vested interest in getting out of and staying out of litigation and are taking a pragmatic approach to do so. The subject matter of the litigation:

Manager report: Matt attended the American Water Works association (AWWA) Utility manager and Evergreen Rural Water of Washington conferences. Matt was able to speak to and collaborate with other water systems locally. Evergreen water has an apprentice program and we hope to advertise for someone to come and apprentice. It is usually is a 3-year process.

Community space maintenance: DNR, Cascadia and Noxious weed dept. came out and they were complimentary as to how we are maintaining our common areas. We handled some noxious weeds and came up with a good plan to help control weeds. We did a full walk through with some herbicides and mowing to come up with a game plan to manage our properties. Matt met with one person to come on as a HOA manager. Our current issue with getting anyone interested in the position is first our location and second, litigation. Manager works closely with the bookkeeper, Dan, the board, and supervises outside contractors and oversees the upkeep of common areas. They

handle day to day functions that can be emergent as well as planned. Managerial duties are compensated. President duties are volunteer. Our goal is to maximize value to the community.

Teresa Platz: We are a rural community, much like a small town with a mayor. It is beneficial to have the manager be from our community. Our family has owned since the 80's, we come here because it's beautiful, the neighbors are friendly. She prefers a manager who is from the community and values having someone close to the community. Having an outsider come in will not give us the same benefit as having someone close to the community.

Insurance: Matt Our costs continue to double, there are 2 main insurances for water systems. Our water system insurance dropped us, the other insurance company declined us because we are in litigation. We went to open market for insurance, and this is what we got. We now have (directors and officers) DNO insurance, however, our water system is no longer insured including our water tank, our pumps, and pipes. Our buildings are insured against fire and flood and our franchise agreements have been met. With our water system no longer insured, it has to be in the forefront of our minds that as long as we don't have insurance, we are exposed. Until we can get insured for the 2 entities who insure this type of system, we anticipate costs likely rise.

Matt: Spencer Jones at Thousand Trails was wonderful to work with and generous offering us the opportunity to use the membership. For \$10/family per day, our community can use all of the amenities; pool, games, tennis, trails, etc. As long as we remain respectful, they will continue to offer it next year as well.

Matt We are pausing the vote on by-laws and covenants. 1. We have about 5% we can not confirm received the information. 2. We can't confirm everyone received the correct updated version. Somehow 2 different versions of the updated by-laws went out to the community. Some members were missing Section 1 from their documents.

Gloria Fisk: Lives on Riffle, we look at the bridge. Catching up from the past: Pulp and Talbot bought this property to log in 1964. The best thing they ever did was to turn the roads over to the county. They Purchased in 1979 and built in 1982. We have enjoyed this wonderful community and would like to say that in 2008 we moved full time from Snohomish. In the old days they only plowed to the bridge from the road. They made a place to park and you walked your way in carrying the few things you could get in. We have come along ways. We have seen so many changes, they used to get the water out of the river. In the summer when it got hot, we struggled to get water the solution was a stick of dynamite for a bigger hole to access water. The mosquitoes were so thick, we could hardly see daylight. 12 of us pitched in and bought a mosquito sprayer. We have come along ways with that. We put up a water tank. I had the honor of walking in Matt's shoes for 5 years and was on the board for 9 years before that. I have a vested interest

in this community. We have worked through so many things. The money that is being spent for legal action could be used in a much better way. What happened to going and knocking on a door of a board member and telling them what is on their mind?

Craig Robinson: on Chiwawa Court since 1963. Thank you, board for all you've done. As a community, have we looked at an HOA management company? On the reserve study, glad we ran one. Curious about the 25% increase, When do we expect to have full funding with that increase and how long should we expect to get to 30%?

Matt: Yes, we did, no one was willing to take us on with current litigation. Yes, 25% increase this year, in future years we intend to do more increases. The target date is year 6 to get to 30% funding.

Raminta Hanzelka: Looking at overall ways to reduce costs and understand budget. What hours are being allocated for manager vs. managerial position. What were the allocated hours for the manager vs. president and how are they accounted for? Does he account for his hours?

Mandy: Once we knew we were on budget, Matt billed for hours. Mandy: Matt did not bill the HOA until June of 2024. Once we knew we were on budget, he billed for his time. It is \$1,800/mo. Yes, he does account for his time as a manager. He has a sheet that he writes down his hours for managerial role. If you would like to request those hours, that will go through the process to request.

Raminta: Has not requested records in the past. Can you share your hours logs in line-by-line accounting.

Matt: I record by the quarter hour as a request from the board. I can make that available.

Tom and Vika Hammond: Newer member, as of last year. Learning about a lot of information via rumor. Would like more transparency. I am learning that as a community member I am being sued and I would like to know exactly what's going on. I would like a special meeting to understand what is going on. If we could get together, maybe we could put our heads together and come up with a creative solution. Is there a way that it could be done?

Matt: I hear, "I don't know what is going on." Are you able to quantify or specify what do you want to know? Nothing was disclosed before we bought our place. After we moved in, I learned we were being sued. I would like correct information instead of hearing it via rumor. We would like a solution.

Matt: A great point, but what does knowing more that look like? what would knowing more look like to you? Is it every time something is filed, do you want to see that? Where do you want to see that information? Are you wanting meeting minutes?

The owners are paying for the lawsuit against the board/association.

Mike Stanford: Every owner should have a copy of everything. Owners have a right to know why we are being sued. It is public information.

Matt: What I hear my action item being is members want to receive more information of what is being filed in court that is not part of atty/client privilege.

Tom: It concerns me that we can't get together to discuss these things.

Matt: I hear that as open and frank dialog as being requested. Meeting minutes and public documentation can be sent via a portal.

Megan Starks: Background for those who aren't familiar and add clarity: The individual homeowners, while having a vested interest are not personally being sued, it is the corporation who is being sued. The legal team provides information to the board. Megan continually reminds the board of attorney client privilege. Megan will brainstorm on how to get information to the community while maintaining atty client privilege and the integrity of that relationship.

Background: This lawsuit was brought in April 2023 by Andrea Walheim. The case was amended this year. The claim has a few different buckets: one part is a declaratory judgement for the court to clarify some contractual obligations under the terms of the by-laws and CCR's. That has no monetary compensation. The other claims are allegations of breach of contract, some bookkeeping things, Budget action items, reserve study, and violations of some statutes related to homeowners associations. There are also allegations of violations of a couple different statutes, to payments being made, An emotional claim of and intentional infliction of emotional distress. That board members have acted in a certain way to cause emotional distress. Our trial date is in March. We hope to narrow down the scope of the case soon. Some may have heard from Megan gathering information. We are on target to maintain that March trial date to be able to have some resolution. This is an emotional case. When you are talking to people about their homes, environments, living conditions and neighbors... it is hard. They community has done a great job of keeping the emotion out of it and keeping it professional.

Question: My dues are going up, how am I not the client? Why can I not hear exactly what the board is hearing? Megan: You have a vested interest in the case, but in terms of corporate structure and who I represent is the community association that acts through the board of trustees.

Question: As far as the litigation goes, can we go after our attorneys fees? Megan: As it stands currently, There is no mechanism that could lend to that. We do not have fee shifting like that in our state.

Brent Gadis Salal drive: 19 years. Originally this water organization. Once we got involved in driving around bugging people about their businesses, that is when issues began to arrive.

Ms. Starks. I will have a conversation with Ms. Walheims attorney to see about a solution to the request.

Tom: my dues are going up, how am I not the client and why can I not be apart of the atty client privilege. Megan: In terms of who I am called to represent, it is the board. While you have a vested interest in the outcome, the client is the board.

Andrew Alfonso- If the community wins, can we go after the person for legal fees.

Megan: That is not apart of the plan as of now. If there is reason to consider that in the future, It will be considered. Based on our legal system now, there is no mechanism to which we would try and recoup fees.

Raminta Hanzelka: Want to follow up on managers log. Matt began recording hours in August and can get that information to any member.

Theresa Platz- Loves this community and appreciates the history from Gloria Fisk. Love thy neighbor. We are living together, lets continue to be kind to each other. Megan, have we ever worked on mediation so we don't have to go through the court system so can come up with a solution together? Megan: Yes, That has been discussed and there are ongoing conversations about that.

Greg Krabbe: You postponed the vote on the by-laws, When will that get back on track?

Matt: We want to make sure they stick and stay, and do not want there to be a trivial reason for them to be challenged. We hope to have it in play for the spring meeting. We do not expect wide changes, there may be some errors, to which we will address between now and then.

Gloria Fisk: This board was voted for by you as a community. There are no winners in lawsuits. Come and talk about it, don't just sue. Every avenue should be explored prior to a lawsuit.

Dave Volkmann: In Chiwawa since 1971. Megan, you stated that your fees are being covered by insurance. Matt: Our previous insurance company that has since cancelled us is covering our fees currently. However, with a reservation of rights, meaning if they choose at the end of the litigation, we will have to cover the fees. What is the difference between attorney's fees and legal fees? In the past P/L, it always had separate line items legal fee was a check written by us for a settlement agreement between us and Mr. Arthurs for \$36,000. The total costs with Mr. Arthurs settlement to get out of lawsuits was about \$75,000, our insurance covered 50%. Our number one goal was to get out of lawsuits and still is our number one goal.

Colin Campbell: Love Chiwawa Pines and this community. Favorite place to be and hang out! Thanks to Matt and Mandy for placards to use the river. Thanks for the Thousand Trails, that was a great add to the community. Interested in hearing the story from Gloria Fisk. If you could state your name when you speak so we can get to know our neighbors. Question about vote being pushed out: If there are still questions about the bylaws, could we have an open forum conversation since the bylaw vote is postpone? Everything needs to be handled 30-60 days in advance to get it out to the membership ahead of time.

Matt: Yes, we have received a few since the cutoff. Please keep sending in ideas so we can look it over. February or March is when the new information will go out. Setting up the portal website will be a great asset.

Dave Spicer: On Kinnikinnick since 1996. Last September, the By law committee was formed with 5 people, Sonya Kraski, Rhonda Bueler, Dave, Sara Weese and Corey Albright. We met beginning in October 2023 almost every week. Our charge was to review the existing by-laws and do tow things; make recommendations and improvements. We did not charge for this, even with two attorneys on the committee. We had a product back to the board in April. We tried to exercise due diligence. One of the changes we felt were appropriate to help with litigation. This change would require members with disputes to first need to go through mediation first. We recommended if mediation was not successful, then go through arbitration. It's shorter and much less costly. If there are questions, you can go through the board with further questions or comments and we can provide commentary.

Jenni Bunkleman: Mainly with the by-laws, You aren't sure who received the information. If the mail says it is important, please respond to community so we can move forward.

Peggy Lockinger- who didn't respond?

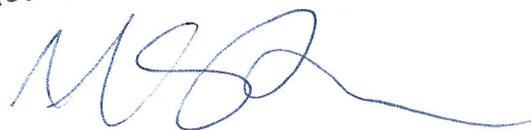
Matt: It was roughly a group of 30 that we lost contacts for over the past year. Hopefully a portal will help to get everyone to be able to see the by-laws. The importance of this update requires us to get every member represented and to have and use their voice.

Budget Ratification / Approval:

Matt: Absentee ballots, proxies ballots, zoom and in-person options for the budget vote were all available. Any member can now propose a motion to reject the budget at this time. Does anyone want to propose a motion? No one has made a motion to reject the budget, so therefore the budget passes.

Motion to adjourn by Sonya Kraski seconded by Theresa Platz at 12:25PM; No Nay's

Notes taken by Mandy Stocker



Chiwawa Communities Association

Fall PRE-Member Meeting

Lk Wenatchee Rec Club

9/28/2024 8:00 AM

Board members:

Matt Oaks	President
Judy VanEyck	Vice President
Mandy Stocker	Secretary/Treasurer
Dave Lowrie	
Lance Jones	
Kris Jones	
Roger Thomas	
Bob Barr	
Bunk Bunkleman	

Meeting called to order 8:04 AM

There is one member in attendance; Mike Stanford

Water System Administrator. Dan Schaffer: Water usage is now under 100,000 per day. After this week it will continue to drop down. Chlorine will be purchased this month. No major catastrophes for a while, hopefully we can maintain. All testing is up to date. We received free kits for PFAS testing. If those tests come back good, we will be on a 3-year waiver. Manganese test has a protocol. It's a mineral. We redid the test in May, The DOH still has not posted them but the results of the test were non-detected. Emily at DOH was not concerned about it, between our dilution factor and our history, they were not concerned. They updated recommendations in late 2023. IF we had hit .1, it would have been an exceedance. Our highest was .083. Threshold is still the same at .1 as of now. Led line survey is already submitted. (LSLI) If we had anything in our service system, (which we do not have) we would have issues. However, it is not an issue. Any galvanized lines on our end of the system have been replaced. We have 38 standpipes left for replacement or removal. We removed 2 this year and need to continue in the future. Currently there aren't any issues, but will need to address down the road. Baranauskas had a leak that was fixed. 12 leaks came from non-winterizing homes last year. We need to continue to remind people to shut it off at the street if you can't shut it off in the home. Fire hydrant markers for snow removal are installed. Lastly, the lighting storm tripped our controllers at the water tower. Dan had to reset in the middle of the night.

Treasurer/Secretary:

Checking: \$34,143.73

Saving: \$34,291.60

Mosquito: \$3,507.67

Capital Reserves: \$20,255.08

CD 1: \$26,471.94

CD 2: \$51,472.00

CD 3: \$101,212.38

AUP has begun, final cost breakdown is \$7,000. We will begin this week. Goal is to have all documents to them by next Friday. Received cost to create website. This will help with community information, save on paper, be able to make payments, see all updates in fast order. Bids came in at \$1,800 from Tiny creative stars and from Jesse Stoddard at \$3,000. Ultimately, Jesse is the best bang for the buck with the ability to do all of thing things we need (like integrate with QuickBooks). They offer Key Features and a Functionality Secure Member Portal, Community members can log in using unique credentials (email and password). Access to sensitive documents such as bylaws, covenants, meeting minutes, and accounting information. The board can upload updates (e.g., news, photos of events, or maintenance issues) that members can easily access. Mass Email Notification System. When new content is added to the portal, it automatically sends all registered members updates and notifications (e.g., meeting updates and emergencies). Improved email deliverability using a professional, domain-based email (e.g., admin@Chiwawariverpines.com). Payment Integration. Integration with QuickBooks Online and allow residents to pay HOA dues directly through the website. Secure and trackable payment processing tied to individual accounts within QuickBooks. Notification of processing fees with an option to pay by check or other methods. Content Management. Easy-to-use content management.

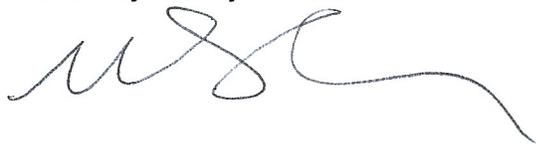
Matt: does the board support Mandy? Lance makes motion for Mandy to move forward, Judy seconds motion to move forward with creating website. All vote in Favor.

Matt: Camera system through Localtel was put on hold due to financials. We will reconsider next year.

Lance motions to adjourn, Roger seconds.

Adjourns at 9:00AM

Meeting minutes taken by Mandy Stocker



Chiwawa Communities Association Board Meeting
2651 Cottonwood, Leavenworth WA 98826
August 10, 2024 10:00AM

Meeting Attendees:

Matthew Oaks	President
Judy VanEyck	Vice President
Mandy Stocker	Secretary/Treasurer-Zoom
Dave Lowrie	Board Member
Roger Thomas	Board Member-zoom
Lance Jones	Board Member
Bunk Bunkleman	Board Member
Bob Barr	Board Member
Kris Jones	Board Member-Zoom

Dan Shaffer, Water System Administrator

Call to order: 10:13AM

June member meeting minutes have been approved. July member meeting minutes have been approved via email. Motion to move to approve by Lance Jones, 2nd by Judy VanEyck. April Member meeting minutes, approved and ready for distribution to members for approval at fall meeting.

There were 3 community members in attendance.

Sara Weese, Andrea Walheim and Mike Segle, member and Representing attorney, Megan Starks via zoom.

No Member comments.

Dan Shaffer, Water Administrator- Pine Tree and Riffle Drive is fixed. He is not confident that there isn't something else going on. We have not had any failures until the past year and a half and now we have had 3. Keep it in the back of our mind. 6 hours the water was down. The end of the line on Pine Tree needs to be done, going to wait until after Labor Day when less people are around. That line was pumping 30,000 gallons per day. It was probably going for a week. Chloroform testing is the last to be done for the year. We need to put out a survey from the ecology of piping (Main to house) that is due in October. Ordered 5 electronic meters. They will be changed out soon. They are roughly \$300/piece. We will have to dig up the top of the vaults to access them. It will

not be easy—no red flags on testing. S07 well pump motor went out. The pump is in fine shape, the motor is 3.5 years old. The Bill was around \$5,000. It doesn't sound like we will get a credit for it under warranty as it was expired. We have an open delta 3-phase system there. We need to get PUD involved and see if they would give us a 3 phase system. That will need to be addressed so we don't have a power failure. Matt will take on that effort with PUD.

Mandy Stocker, Secretary/Treasurer

Checking: 34,000

Capital Reserves: 20,254.13

Savings: 34,289.76

Mosquito: 3,507.52

7MO CD: 26,41.94

7MO CD: 50,616.44

7MO CD: 101,212.38

Would like to proceed forward with an agreed-upon procedure. If we do a small sampling, it will cost anywhere from 5,000-8,000. Added 7,000 to the budget to plan for cost. AUP will happen in October if board agrees to do so. Reserve change due to paying bill for the well motor.

Matt: Reserve study: 90-day window to make tweaks. The reserve fund balance will be adjusted as work is done to the water system. This will go out to the membership.

By-laws and covenants: Member comments came in, we did receive one after the due date. We are behind and will send them out to members with the packet. In 2028, we will have new laws coming into effect. We will still be in line coming in 2028. Chris Hysom says we will still be in line. The things we need to update are outdated and it needs to happen. Statute interpretation is still in line.

Legal update: Megan is here with us today, we will enter into executive session. Lance makes a motion to discuss legal during executive session by Lance and second by Judy Van Eyk.

Bridge work, Matt has not reached out to KPFF. We will work closely with them on bridge design.

New Business:

Board Comments: Judy, any other issues with swimming hole? Haven't received any comments from the community in recent weeks.

Matt: Member meeting is scheduled. Hearing examiner decision on Bradburn and Duffy's STR decided they were in violation of fire Marshall code. The Hearing examiner denied their request to operate. Bradburn/Duffy has another chance to request and appeal. It looks like they will be losing their STR license.

Kris: Budget numbers are in the spreadsheet for the reserve funding. We are trying to get to the point of being 30% funded in 6 years and 50% by year 10. We added in Agreed Upon Procedure. We originally wanted to do a 5% increase, which was unrealistic. It makes sense to increase by a 10% margin. As we went through line items, there weren't any places to cut. Attorneys fees are our biggest margin. As soon as that fee goes down, the insurance costs should go down. Maintenance and repairs have gone up, some of that will come out of reserve funding. We budgeted 27,000 for insurance. Which doubled, we are 50,000 for insurance, which was an unanticipated expense. We went to open market for insurance. We no longer have insurance for our actual system with the new insurance costs. Veldas costs have decreased, we have taken that difference and put it toward the AUP. Mail costs are higher. We have a legal obligation to send mail if they did not agree to email. Contracted repairs. Each standpipe costs 6,000 to repair. We increased those fees significantly based on expected repairs. We moved from \$17,000-\$21,000 for expected repairs. Increase lots with water to \$1,250 and \$600 lots without water. Lance makes a motion to approve the proposed budget as written, Bunk seconds the motion. 5% increase for Dan. His bond has tripled and his insurance has doubled. Take the budget off the table until we hear back from Dan.

Matt entertains a motion to enter an executive session. We can text anyone who would like to come back after the executive session at 11:05

Out of executive session at 11:50AM.

Budget:

Matt: We do need to consider that Dan will not be here much longer. Our repairs are growing in complexity. We need to look at the long-term scope of replacing him with a proper budget. Dan's costs have doubled and tripled. We need to consider industry standards. We will increase his by 7% to \$61,700 Contracted price will go from \$175 to \$225 for machine and operator per hour. Motion to accept proposed budget by Judy VanEyck, Lance seconds the motion. Approved by all

Matt: Packets will go out in the next couple of weeks. Budget ratification requires members to be present electronically or in person to have budget approval. By-laws can be voted on remotely, in person or electronically. We must meet the quorum

requirements. We are required to do an immediate count of true membership who will be at the meeting since it is a budget ratification.

Mailers need to go out by Saturday, Sept 2nd. If anyone is free on Wednesday the 4th help to stuff mailers, it would be appreciated.

Next board meeting is September 28th at 10:00 AM, 8:00 AM pre-board meeting.

Meeting adjourned at 12:30PM

Meeting Minutes taken by Mandy Stocker

A handwritten signature in blue ink, appearing to be 'Mandy Stocker', written in a cursive style.

Chiwawa Communities Association
2651 Cottonwood, Leavenworth WA 98826
July 20, 2024, 10:00AM

Meeting Attendees:

Matthew Oaks	President
Judy VanEyck	Vice President
Mandy Stocker	Secretary/Treasurer
Dave Lowrie	Board Member
Roger Thomas	Board Member
Lance Jones	Board Member
Bunk Bunkleman	Board Member
Bob Barr	Board Member
Kris Jones	Board Member

Call to order: 10:00AM

There were 0 community members in attendance.

Approval of previous meeting minutes. Approved

Dan, Water System Administrator: Testing has been done and test results are fine. We are running an average of 200,000 gallons per day. 22,000 gallons a day. An eight-foot-deep leak was repaired on Riffle Drive. We will have to pay to have the chip seal repaired. They will do both asphalt repairs from recent tear outs. Yesterday we lost our SO7 (primary) pump. We adjusted setpoints to run for a minimal amount of time on the cottonwood wells. We are not in danger of running dry, it is either the motor or the thrust washers in the pump. Tumwater Drilling is ordering us a motor and pump. They are only 3 years old. We have a delta 3-phase system up there. Dave has been after PUD for 15 years to put a correct phase up there, they keep saying no. We need to get it out of the ground to see what is happening. If it is just the motor, it will be around \$5,000. If it is the entire system, it will be around \$10-12,000. The average is an 8-year life span. The order will be delivered on Tuesday. Ther is an active leak at Johannsen's on their side. A&N plumbing is conducting the repair. They are scheduled to replace the water line on Tuesday July 23.

Treasurer/Secretary:

Capital Reserve: 495.18
Savings: 53,533.64

Checking: 19,154.96
Mosquito: 3,507.37
7mo. CDs
51,261.28
50,616.44
100,000

Mandy: Still working on a bid for an agreed-upon procedure.

Matt: Check signers list is now up to date with the bank.

Matt went through line items on the current budget vs actual. The accountant bill was \$2,500- greater than the anticipated \$1,600. We are over computer hardware and software by \$900. Licenses by \$266. Meetings were over by \$160. Insurance over by \$25,000. Velda has saved us \$2,800. We have \$18,851 left in the budget for attorney fees. We project a surplus in the Firewise and Mosquito budget line items. We've spent around \$700 and will likely spend another \$700-\$1,000 for brushing in support of mosquito control. We have \$4,200 left in the Contracted repairs category; \$4,600 in Parts materials and supplies category: The two bigger projects, new well pump replace, and lower pine tree pipe will be funded from the Reserve account.

Old Business:

Board comments:

Mandy / Bunk: The parade and adopt a Highway were both successful. Let's continue to do the same next year. Judy suggested annual themes.

Mandy / Kris: Reserve study: We did make our goal of 6% funding even with legal fees. However, we need to ramp up our reserves. There are 2 ways to get ahead, cut expenses. We already run very lean. OR raise dues. Factors, could we do a special assessment, yes. Fixed incomes make it difficult to collect for special assessments. The idea we propose is a 10-year plan. We have 2 models, an 83% funded and a partially funded model. We believe we need to be proactive. In 10 years, we will have huge, expected expenditures. We hope to get grants, but it isn't a guarantee. In the 83% model, the first year would be an increase in 25% at 1,250. for water lots. For non-water lots, it isn't fair to keep increasing dues. We propose bringing the dues to \$600/year with no plans to increase. We believe inflation will be 5% annually. Every year after, we would taper down to a 10% increase annually. At year 5, That would put us at 31% funding. We know this will give a bunch of pushbacks. Our insurance no longer covers our water system, so we must have a solid reserve for an emergency. In the 50% funding model, we would hit 30% at year 6 instead of year 5. 2025 would increase 25% and then 5% annually after that for 10 years. What would happen if PUD took over?

Doing the numbers with a ¾" service line. It would be 1,020/year. While it is a different scenario, it's a comp. With all we offer, it is still a good value at 1,250. We need to adopt our proposed budget at our August meeting to send it out to members.

Bylaws and Covenants: We will be compiling data this week and forwarding it to Chris Hysom. After he gives responses, it will go back to the board and then the final product will go to members for a vote at the fall meeting. We will send out pre-stamped voting cards to make it easy to send back. Provided we have a quorum, we can vote at the September meeting.

Legal update: Our discovery request went out last week. Specifically, all medical records since the claim are emotional distress and social media. Chris Hysom did agree to take us on as a client.

Bridge work: Update KPFF was awarded the contract, the earliest start date is 2026. That gives us a year to coordinate. We won't have a projected cost until things are further along.

New business:

Board comments:

Matt: Was not able to attend the County Hearing Examiner hearing regarding Bradburn and Duffy STR. Jim Wright attended via zoom and provided a verbal summary to Matt. It appears they will lose their permit due to multiple uncorrected Fire Marshall violations dating back to 2022.

River access:

Lance: His family went down to the river access with friends and family. There was a renter down there with their dogs off-leash and told his family that the dogs were friendly. The dog tore the toy out of the kid's hand and was growling/barking at the granddaughter. They went up one of the STR's on Kinnikinnick.

Mandy: written and verbal complaint from Debbie Minugh, 50-person party that was loud and inconsiderate, located them at home on Kinnikinnick. There was also a disrespectful STR renter. She located them at an STR on Riffle. Debbie called them out on it, and it was clear they were not community members.

Mandy came down following a passed-out drunk woman who threw up right in the middle of the Beach Cove area and had to clean up the throw up.

Roger: STR Renters dropped their car at the community lot and were getting out on our beach after floating the river.

How do we handle this?

Matt: Will follow up with each alleged offender and request all complainants send photos and data. It allows us to better address the situation. Eventually, we will be able to fine violators after bylaws are approved. Over the past month, most violators were STR users in the most recent complaints. We will also notify the county STR reporting line.

Kris: A separate place for dogs to go would be helpful. Matt is working with DNR and County to see what development we can do at the river lot.

Bob: Old truck sitting on Sumac. Is that on private property? Matt spoke with Billy Burgess in the past and continues to address the issue. We can't act until the bylaws are updated.

Next meeting: August 10th at 10AM.

Meeting adjourned 11:42AM.

Meeting minutes taken by: Mandy Stocker

A handwritten signature in black ink, appearing to be 'Mandy Stocker', written in a cursive style. The signature is located in the lower right quadrant of the page.

Chiwawa Communities Association
2651 Cottonwood, Leavenworth WA 98826
June 22, 2024 10:00AM

Meeting Attendees:

Matthew Oaks	President
Judy VanEyck	Vice President - Absent
Mandy Stocker	Secretary/Treasurer
Dave Lowrie	Board Member
Roger Thomas	Board Member - Zoom
Lance Jones	Board Member
Bunk Bunkleman	Board Member
Bob Barr	Board Member
Kris Jones	Board Member

Call to order: 10:01AM

There were 0 community members in attendance.

Approval of previous meeting minutes. Approved

Water System Administrator: Digging done vaults and back flow preventor completed at Arthurs. Stocker's house was the last without meters, I added a meter and cut open the driveway, so we will need to asphalt where we cut out the driveway. The water table is still high, so I am unable to work on the Pine Tree project, I am going to put it off for another month. Batteries and meters are next. Water usage is 175,000 gallons over 24 hours. Manganese test results are in from the secondary test. It came up non-detectable. Won't have to test again until 2027. July will be disinfectants and 4 other tests we will be doing in the hottest part of the year. Shut-off Notices Went out, and all came into compliance with the exception of 1. Within 15 minutes of us going to lock the water, they paid the online invoice.

Secretary / Treasurer: Mandy: Our expenses were tremendous this month, but at least we have insurance coverage now. Out of the normal payments were to Insurance at \$49,816.75, hopefully if we are able to get out of litigation, so this cost can reduce. The reserve study cost was \$692.00. We paid Matt \$7,200 for his stipend that he has not taken yet (his payment will be reoccurring moving forward) and Haglunds \$545.20 for merchandise. We refunded overpayment fees from opting to waive requested late fees as well. Brad Rich will be working with me to clean up our line items. We requested an

extension on taxes, the 990 was adjusted to make more sense. Motion approved to for Mandy to get a cost for an agreed-upon procedure.

Banking:

Capital Reserve: 495.16
1 CD: 50,623.29
2 CD: 50,616.44
3 CD: 100,000
Checking: 34,045.66
Savings: 53,531.59
Mosquito: 4,207.21

Old Business:

Board Comments-None

Bunk: Adopt-a-Highway- On for next Saturday with plenty of help with 6-8 people signed up.

Matt: Electronic Communication progress. Bylaws mailer cost \$23 per packet to send. We have about 100 people who are not on electronic communication. Mandy and I called them and we had around 12 sign up. We still have 49 who are question marks as to which preference.

Legal and Insurance: Megan Starks says things are moving well and all is on track. Her initial case analysis. The singular word to describe the latest lawsuit was "nonsensical". It is clear that monetary settlement will not be a solution; however, there's no solution that has been given. Starleigh has left, We are searching for a new attorney. Chris Hysom at JDSA is willing to take us on. That may be our best option with the background of HOAs.

Insurance premium doubled from last year that is a specialty entity that covers water districts. No brokers would touch us with our lawsuits. Our insurance is now split between a few insurance agencies to have been able to get coverage. We now have D&O, but do not have coverage for any of our water system. If something breaks, we will be out of pocket. Building and structures are covered under its own policy. We were able to get liability insurance to cover our franchise agreement. River access as a swimming site is not covered as well.

Firewise grant is complete. DNR submitted the reimbursement back to Dickinson Construction. The cost was \$4,607. Our cost will be \$607.00. We saved \$1,250 by bringing down the debris from the water tower down to Becker instead of having it hauled off. Dan and Matt took the picnic table down to the river lot. We also got a larger port-a-potty.

Mandy: Independence Parade is happening next weekend. First prize is the trophy and a hat or beanie. All participants who participate with a float will receive a Koozie.

Matt: Reserve Study-We will see numbers in July.

Matt: Swag Purchase- community members can purchase for our cost and we will put it under "parts sold to members"

Matt: Video Camera- Due to the standpipe that needed work on Salal, we are holding off to see what our budget looks like at the end of the year.

Matt: Bylaws Covenants comments received, all were positive and thankful. One member commented that they would like us to consider changing 1 vote per member to 1 vote per lot. We plan to mail the ballot and get our best chance of getting as close to 100% participation as possible.

Matt: Check Signers- We will be updating check signers in the coming month.

New Business:

Matt Presents: Rolfe Johnson wants us to put in 1" water line. Our water regulations are that each member gets a 3/4" line. He has to put in a sprinkler system because of the size of his house. His alternative is a retention tank. If we do this for him, we have to do it for everyone. Plus, our system isn't designed for that and our pumps may not be able to handle it. 3/4" system is standard across the board. We would have to change our regulations as well. How will this impact the rest of the community? There is a dual meter system there which could affect the neighbor. Motion made by: Dave Lowrie seconded by Lance Jones. to deny request to change out water line to 1" service vs. the 3/4" provided. Motion approved to reject 1" line.

Board Comments:

Dave: Why is there a run-down car in Burgess's yard? It's an eyesore. Can we address it? Matt will talk to him.

Kris: What is happening with the Mosquito district?

Matt: The Mosquito District is actively violating RCWs with how they conduct their meetings. They do not intend to spray.

Kris: Who governs that board?

Matt: The County and State are the authority.

No executive session today.

Next meeting set for July 20th, 10:00AM, water building

Meeting adjourned at 11:28AM


min. taken by Mandy Starker

Chiwawa Community Association Board Meeting Minutes

2651 Cottonwood Lane, Leavenworth WA 98826

May 18, 2024 10:00AM

Meeting Attendees:

Matthew Oaks	President
Judy VanEyck	Vice President - Absent
Mandy Stocker	Secretary/Treasurer
Dave Lowrie	Board Member
Kris Jones	Board Member
Roger Thomas	Board Member
Lance Jones	Board Member - Absent
Bunk Bunkleman	Board Member
Bob Barr	Board Member

Dan Schaffer Water Administrator

Called into order at 10:00 AM by Matthew Oaks

There are 0 Members in attendance.

Mandy: March / April meeting minutes are almost complete and will be sent via email to board members for approval

Member comments- Email received: Michael Haugen - Where did my money go that paid for the mosquito control? Matt responded with the fact that we paid for mosquito control out of that fund last year (2023) because the MCD didn't have funding and will continue to pay for brush cutting and clearing to support applicators with the remaining funds.

Water administrator update- 120,000/day now that it is Spring. This is standard for the time of year. Gravel spreading is complete on Kinnikinnick. A New Meter was dug up and replaced. A massive water leak up on Salal ended up being a pipe completely rusted through. Since it is exposed, we will move the meter further out of the road to prevent

further damage. This will be an ongoing issue and will be a large expense replacement down the road. 2-3 years down the road we will likely have to address it. We have a bunch of these throughout the community, so expect to have this happen again in different locations. We have 2 more meters to do down on Pinetree. Then battery replacement will happen. The manganese test was redone since it was brought up in the meeting by a member. It is a little higher because it was measured right after treatment. We will have the results back in 12 days. We were in compliance but want to be proactive. PFAS- (S-08) results were undetectable and asbestos was also undetectable. PFAS 5 and 7 will happen next year.

Shut-off notices- we sent out 11 hanging tags and 11 certified letters on 5/3 and 5/7. Down to 8 non-payments as of today with no communication from them as of yet. 2 requests have come in for \$100 late charge waivers from Pedack and Flocks, and neither have had late charges before. They were apologetic. Mandy makes a motion to waive late fees for Flock and Pedack. Board approves.

Bookkeeper update:

Cap Reserves: 494.48

Savings: 113,527.06

Checking: 39,464.68

7mo CD: 50,623.29

7mo CD: 50,616.44

7mo CD: 100,000

Mosquito: 4,207.02

Budget vs. actual: This new product will allow us to dive deeper into our financials. We are over budget for computer hardware by 200. Meetings: over \$166 budget, on par with attorney's fees, Velda's services are \$1,900 UNDER budget to date. She is still happy working with us. Mandy has been working to create a more transparent system of accounting to show members and the board. Brad Rich has gone over our accounting practices and books in detail. Found minor errors that were corrected. Over the summer, the two will work together to improve our reporting line items for more clarity. Matt moved Capital reserves into a 100,000 7MO CD. Mandy proposes Matt begin taking his stipend now that we have a clearer picture of our financials and since the audit was waived by members. Matt was not going to take the stipend IF the audit was not waived.

Firewise- looking to save as much money as possible. We are on load 11 and have 8 more loads available.

Our maintenance and operation budget is looking to be under budget. Contracted repairs will have a better understanding come June.

Firewise- Doing great, with a lot of open communication. Still looking for someone to take over Firewise; Matt doesn't have the time to manage the program.

Old business- Saturday, June 29th, 2024, will be the Parade and Trash pickup. Starting at 8:00 AM for trash pickup and 10:00 AM for the Parade

Mail- We still have 100 who are still receiving packets. Some want both emails and mail. Our cost is still excessive, and we want to continue to move people toward email.

Legal- Megan Starks conversation: Key dates: Walheim filed an amended complaint on April 22. From the conversation between counsel, the goal is to take a holistic approach and shoot for mediation. Efforts are moving forward with discovery, and Megan is continuing with interviews.

Cheryl Pettit just passed away 2 days ago. Mandy will send a card to the Pettit family.

Insurance- found a company that will insure us moving forward, however, it is VERY high. It will be D&O, umbrella, vehicle, etc.

Parade- Adjust the parade route to take out Salal; it was hard on the floats. For giveaway, cozies to all who participate, a choice of a beanie, ball cap, and the annual trophy for the winner. Bunk and others will help with tear down and clean up.

County bridge update- the project has been sent out to bid. We are in regular contact. No official timeline but looks like 2026. What can we do for a temporary setup? How much of the deck needs to come down or take off? This will be costly, and we need to start budgeting for it. Questions asked: Can we bore under the river? Is there grant funding available for that? Matt stated there are possibly 3 grants we are looking into. How about a suspension system? We should use the same engineering firm that the county plans to use, we should use as well.

New business:

Election results- The audit was waved, Kris Jones, Dave Lowrey, and Judy VanEyck were voted in.

Bylaws comments and concerns received:

Karen Koehler: Looks excellent; recommends water should be charged on a per-usage basis to make it fair for all members.

Raminta Hanzelka: Can we get a version of the draft with track changes? We sent her a personalized Word document to allow for changes. Then she can send as much/little as she wants.

J&G and Grizzlies quoted for cleaning around the community. Grizzlies were cheaper, and they did a great job last year. We will be hiring them again this year as the cost was around \$500 cheaper than J&G.

Proposed new water regulations- Matt asks the board to look at it and give your thoughts via email.

Lance has a new check signer sheet; Khris will get one today.

Taxes- Matt explains we have to present tax statements to the board before we submit them. Jennifer Babcock (our CPA) submitted for an extension so we can thoroughly go through the form. Will have tax statements available to show the board at the June meeting.

Motion approved to enter executive session to discuss current legal matters.

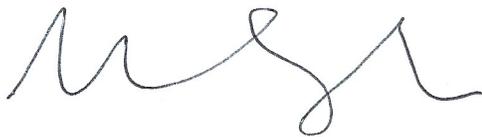
Enter executive session at 11:17 AM

Exit executive session at 11:40 AM

The next meeting will be held at the water building on June 22, 2024, at 10:00AM

The meeting adjourned at 11:45 AM

Minutes taken by Mandy Stocker

A handwritten signature in black ink, appearing to read 'Mandy Stocker', is written in a cursive style.

Chiwawa Community Association Board post-Member Meeting Minutes

14400 Chiwawa Loop Road, Leavenworth, Washington

27 April 2024 12:22 PM

Meeting Attendees:

Matthew Oaks	President
Judy VanEyck	Vice President
Mandy Stocker	Secretary/Treasurer (zoom)
Dave Lowrie	Board Member
Kris Jones	Board Member
Roger Thomas	Board Member
Lance Jones	Board Member
Bunk Bunkleman	Board Member
Bob Barr	Board Member

Dan Schaffer, Water Administrator

Matt Called to order at 12:22 PM

All board members are present

Set next meeting date May 18th at 10:00 AM

Welcome Kris to the board; Matt will send resources to get you up to speed on being on the board.

Bunk: Excellent job on the meeting.

Mandy: Is someone else willing to take on a treasury/secretary position? Kris may be interested.

Motion to adjourn approved 12:40 PM

Meeting Minutes taken by Mandy Stocker (via zoom)

A handwritten signature in black ink, appearing to be a stylized name, possibly 'Mandy Stocker', written in a cursive or semi-cursive style.

Chiwawa Communities Association Annual Member Meeting
April 27, 2024
Lake Wenatchee Rec Club
14400 Chiwawa Loop Road, Leavenworth, Washington 98826

Board Attendees:

Matt Oaks	President
Judy VanEyck	VP
Mandy Stocker	Secretary/Treasurer (zoom)
Roger Thomas	Board Member
Bill Lockinger	Board Member
Lance Jones	Board Member
Dave Lowrie	Board Member
Bob Barr	Board Member
Bunk Bunkelman	Board Member

Dan Schaffer Water System Administrator

Called to order at 10:10 AM

There were 58 members in attendance.

Guest Speakers: Commissioner Shon Smith and Community Development Director Deanna Walter

Commissioner Smith: There are Thirty-five thousand acres of land that Chinook Holdings owns, Chelan County is working to maintain access for the public. The Upper Wenatchee pilot project is starting work in neighboring forest service lands reducing fuel sources. It is a potential 7-year project. 75,000 acres are in the forest project, and 500 acres of that will be worked on this year. The Public Works director reports repair work needed on the Chiwawa Bridge is in the planning phase.

Q: Where are the 500 acres that are going to be cleaned up?

A: A map is shown on screen. All red areas are planned to be cleaned up in 2024. The closest area is NW of Community off FS Road 6121.

Q: Reintroduction of grizzly bears? The current US Administration is pushing hard to get Grizzly bears back into our forest.

A: The community and the commissioners are pushing back on this effort. The federal government has not considered our comments. Why would they want the Grizzlies back? We don't have an answer. 10-J does allow us to protect

ourselves if a threat is made to our livestock. We have not been given a date for the Grizzly release.

Deanna Walter: Portions of the short-term rental code will be re-opened for review and public comment this year. They will look at sections of the code that need to be addressed and that have been problematic. The County will then decide to open certain sections; it will not be a free-for-all. They anticipate many public comments. We want to look at caps or the possible removal of caps. The board vote may not change, but we are willing to open it up for discussion. Parking is another issue: Owner vs. Operator occupancy, the renewal process, and discretion for hardships. It is recommended that community members stay engaged in this process to ensure their voices are heard. The goal for building permits is to have residential building permits out within a 10-day working period. The county is trying to get out of the backlog and is currently running around 30 days.

Q: How is the county going to get that public engagement?

A: For short-term rentals, they will conduct considerable public outreach to ensure more involvement. It will have to go through a public newspaper, but they will actively work to get information out to the community.

Deanna closing statements: You can sign up for a list to receive updates on county information. You can email Deanna with any questions. She would be happy to attend community groups or meetings as well. Lastly, if you have good experience with the building permit process, please call Deanna and let her know. She would like the feedback moving forward to be positive.

Board Roll call, All present, Mandy over Zoom.

New Member introductions: Tom and Vika Hammond moved to the area on Christmas Day. Mike and Marilyn Hall, with their son Dale, purchased a place on Cottonwood Lane.

September 2023 Member Meeting Minutes approved.

Secretary/Treasurer:

Checking:	\$128,116.60
Savings:	\$25,010.78 ("insurance deductible" name change in 2024)
Capital Reserve:	\$94,324,51
CD's:	\$100,000
Mosquito:	\$4,206.85

Mandy reported the Reserve Study results indicate our reserves are considered High risk. We are attempting to manage the budget to add to reserves as much as possible while continuing to pay the bills. Our goal is to work for a Low-risk category.

We moved from \$750 to \$1000 on lots with water and \$650- \$900 for lots without water in hopes of improving reserves and managing inflation costs. Integrating technology, specifically electronic communication, in the community will support placing money in reserve vs paying to mail documents to members.

We anticipate the cost of placing cameras on and around the water Tower for safety. This will help us locate issues quickly. We hope to have this project underway in the next several months.

We appreciate the expertise and experience of community member Brad Rich. He has volunteered to examine our books and give suggestions for improvements. The general ledger has improved, and there are readily available reporting tools and transparency. It was suggested that we change our depreciation reporting to monthly from twice annually, so we will be making that change moving forward.

Financial review committee report

Brad briefly spoke. Brad thoroughly reviewed our books over the past few months and widened his scope to include going back several years. He was happy with the level of transparency offered. He did not find any areas of concern and offered advice on areas for improvement. This was NOT an audit. Members can look at the financials on our new EXCEL spreadsheet. Members interested in a copy of the financials can make an appointment with the treasurer to see the books.

Water System Administrator:

12 homes had broken pipes over the winter. If you are gone for long periods, it's a good idea to shut off your water, even if it is at the meter on the street. We used 34,237,888 gallons of water last year, which is 2 million more than in 2022. The year before that, we were down 5 million. This is due to dry vs wet summers. The state has already declared a drought for 2024. It is essential to preserve our water. The state wants monthly reports; right now, it's voluntary, but they can mandate that. Water restrictions may be a possibility. Our water usage in winter is 48-50,000 gallons per day vs. summer in July is 265,000 gallons per day. It is mostly from irrigation. Testing: Lead and copper were tested this year, according to our consumer reports. We are doing PFAS this year and have done it on source 8, but the results are not back. All other testing has been done within state regulations. The consumer confidence report has been adjusted to better conform with the EPA reporting format. Every hydrant has now been flow-tested. This is

something we'll be required to provide for new construction projects. Projects for next year will be a permanent repair to a temporary one done last year at the end of Pine Tree Rd. The flush station must be rebuilt, which may require full replacement back to the main line connection. We have some dead batteries in a few meters that we will replace in summer. We are planning on adding riser extensions to a few hydrants in 2025 so we can better find them in the snow.

The new gate code is 2024 for river access.

Old business

Board comments - None

Electronic communication progress: Please sign up to receive electronic communication. Switching to electronic communication has saved \$1,500 in mail costs so far.

Legal: We are still in a lawsuit; it will play itself out. The biggest changes are that our insurance company has elected to cover us, and Megan Starks (with the insurance company) will be our new attorney. Legal fees and costs are being covered for now. An amended complaint was filed, so we are back into discovery again. Megan Starks is available to answer questions here today. Questions will be answered during the Question-and-Answer period. Our insurance will likely be dropped after June, as our policy will expire. We are currently looking for new insurance. It is unknown what our insurance budget will be moving into 2025.

Adopt a Highway: Is canceled for today. We will need 6-8 regular volunteers moving forward for it to be a successful program. It will be pushed off for this month but will be done this summer. Please consider volunteering for the program. Contact Bunk to Volunteer.

Firewise: Matt Oaks has taken on Firewise to keep things going. Still looking for a coordinator. So far this year, we have removed 76 cubic yards of material, and our goal is 150 cubic yards. This reduces fuel sources in support of wildfire prevention as well as vegetation management in support of mosquito abatement.

The Firewise program will be open for the entire month of May instead of one weekend. If you bring brush, debris, or pine needles, please safely place them in the trailer if possible and fill out a volunteer hour form on site. Chipping is available, it opens on May 1. Go to Lake Wenatchee Fire and Rescue's website to sign up for chipping

New business:

Board comments: None

Logo/ Trademark / Branding: Fallyn Gentry Designs is a community member who has graciously stepped up to generate trademarkable logos for the community. We have added a DBA, so we legally own the Chiwawa River Pines trademark.

Utility Manager Conference takeaways: Matt attended a Northwest Utility Management conference in Portland. The common thread is that many of Washington's water infrastructures were built in the 1960s and are facing similar challenges. As a community, we do a lot with little. When speaking with utility managers at the conference, it was clear that this would be something we need to consider if we lost Dan. To fill the Utility Manager position, we would need to increase our costs to a minimum of \$75,000/yr. We are getting a great deal with Dan.

2024 projects: The County Road department is scheduled to chip seal within the community; Wenatchee Pines, Kinnikinnick, Riffle, and Chiwawa Court. Some power poles need to be replaced down on Riffle.

As a community, we will be responsible for the cost of moving our water main from the bridge that services the East side of the community during the Chiwawa bridge repair. The county is scheduled to start in 2025.

Fire station speakers will be removed and replaced with an evacuation speaker to go up this year—the Fire Dept. was given a grant to add five speakers around the area with prerecorded messages and a siren.

The Bylaws committee has volunteered over 150 hours to update our bylaws and covenants. Sonya Kraski, Dave Spicer, Rhonda Bueler, Sara Weese, and Cory Albright have worked tirelessly to deliver a fantastic product. Many thanks to them and their hard work!

Many thanks to Tracy Franks for the snowman competition idea. Tracy also has other great ideas we hope to consider. Thank you to everyone who contributed to both the Snowman competition and the Independence parade!

Many thanks to Mandy Stocker for reviving the parade!

Thank you to Bill Lockinger for six years of board membership and thank you for your many efforts and sage advice!

Member Questions / Comments:

Dave Spicer: What would water restrictions look like and include, and what is the matter of the lawsuit?

Dan: With restrictions, possibly not watering lawns or cars. We aren't there yet but it is important to be thoughtful of the possibility.

Matt: The lawsuit is based on HOA actions such as not conducting the reserve study and breach of contract selective enforcement of policies.

Mike Stanford: And isn't the lawsuit also regarding intentional infliction of emotional distress?

Matt: Yes

Mike Stanford: Did all members get emails?

Matt: We have 106 members that have not consented to email / electronic communication so those members were mailed packets.

Did we not get the financials for 2024? Didn't see the actual financial report

Matt: Mandy is working on a newer reporting product, budget vs actual and real-time accounting. She will roll that out in September. If there are specific questions, please reach out and she can provide them.

Comment 3: (Unknown) Many of the electronic mailings went to spam, how can we get them out of spam?

Matt: Moving us to your inbox could be a solution to keeping mail out of the spam folder. Always check our weblog and our Facebook page. We update them every month. Comcast has been a large problem, and we were blocked from members receiving our mailers; we had to get unblocked from them specifically, as 20+ members were not receiving emails.

Andrea Walheim: For Dan: Is your position part-time?

Not answered

Will you be testing for manganese? We're testing a little high, .02, there is action to be taken above .02 parts per million.

Dan: Not on our testing schedule by DOH currently i.e. this year,

The Mosquito district info posted in the annual report is wrong, we do not have a website yet, but a good phone number is 509-888-3335

Sonya Kraski: Our home is across from the pump house. We are fortunate to have Dan; he is there every morning. Also, being on the bylaw committee, I have seen and learned how much the board volunteers do; we are so fortunate to have them. Thank you to all of them.

Brad Rich: What is our risk assessment for legal costs this year? We had over 90,000 in legal fees this year.

Matt: Our risk is high because there is a likely chance we will have to pay some of the fees back to the Insurance company since we've recently received a Reservation of Rights letter.

Comments multiple speakers: How do we handle the lawsuits? Can we counter-sue?

Matt: Our stance on this: Reach out to your neighbors, ask questions, have an open frank dialogue. I must be mindful of my words in protecting our community. If you feel like you want to take more action, I encourage anyone to seek personal legal counsel they can work with.

Megan Starks: (Attorney for Association): I am committed to an open dialogue, and we have that with opposing counsel.

Bylaws and Covenants Committee presentation Q&A:

Matt: The DRAFT rollout is today. We are opening a 60-day comment period for community members.

This is an update and amendment, not a rewrite or change.

We have an HOA component and a utility company component that we want to better serve and incorporate and adopt current statutes and best practices since the last time the Covenants and Bylaws were updated.

Dave Spicer: This is a summary of the bylaws and covenants; the colors help to denote the proposed adjustments. The goal is to receive comments in the next 60 days. The board and the HOA attorney will review and choose changes. After the last edits, the document will be given to the community for final approval at the fall meeting. If you would like to attend a committee or board meeting, please participate!

Board elections:

Matt: Since we have online data to extract along with complex ballots and mail-ins the announcement will be made later.

Motion to adjourn the meeting at 12:04 PM.

Meeting Minutes by Judy VanEyck, Vice President, and Mandy Stocker, Secretary

A handwritten signature in blue ink, appearing to be a stylized name, possibly 'Mandy Stocker' or 'Judy VanEyck', written over the text of the meeting minutes.

Chiwawa Community Association Board pre-Member Meeting Minutes

14400 Chiwawa Loop Road, Leavenworth, Washington

27 April 2024 8:05 AM

Meeting Attendees:

Matthew Oaks	President
Judy VanEyck	Vice President
Mandy Stocker	Secretary/Treasurer (absent)
Dave Lowrie	Board Member
William Lockinger	Board Member
Roger Thomas	Board Member
Lance Jones	Board Member
Bunk Bunkleman	Board Member
Bob Barr	Board Member

Dan Schaffer, Water Administrator

Called to order at 8:05 am, April 27, 2024, by President Matt Oaks.

Matt reported that several members did not receive notice of the annual fee being levied and were given late notices. Matt stated several had given excuses/reasons as to why they were late, in addition to stating they do not have a history of latency in the past. After checking, Matt agreed that their past payments should not be considered late and suggested that we waive the late fees they have been charged under the circumstances. A motion was made and seconded that the late fees be forgiven. The board voted to excuse the late payments of these owners at the time.

An owner, Dave Volkman, requested board time to discuss a problem he had observed regarding some owners thinking he was a supporter of a current member, who is involved in several lawsuits against the community. He stated that he was in NO Way involved nor support the litigant and wanted the Board to know his position.

The PowerPoint presentation with community photos and financial presentation provided by Mandy was discussed and thanks to her, we were anxious to share it with the members as the meeting was in progress.

Thank You, Mandy!

The Pre-meeting of the adjourned, with unanimous agreement at 9:30AM.

Respectfully submitted,

Judy Van Eyk, VP, stand-in for Mandy, the secretary.

A handwritten signature in black ink, appearing to be 'Judy Van Eyk', written in a cursive style.

Chiwawa Community Association Board Meeting Minutes

2651 Cottonwood Lane, Leavenworth WA 98826

March 16, 2024 10:00AM

Meeting Attendees:

Matthew Oaks	President
Judy VanEyk	Vice President
Mandy Stocker	Secretary/Treasurer
Dave Lowrie	Board Member
William Lockinger	Board Member
Roger Thomas	Board Member-Absent
Lance Jones	Board Member
Bunk Bunkleman	Board Member
Bob Barr	Board Member

Dan Schaffer Water Administrator

Call to order: 10:10AM

Roll call: Roger Thomas, absent. There are 0 community members in attendance.

February board meeting minutes approved.

Water Administrator- pipe split up by the water tower and replaced with an isolation valve so we can easily shut off everything. He stressed the importance of why he looks in the buildings every day. The new flow tester machine came in, and we will start using it this week as flow testing begins this week. Been quiet for the last month. The public works director says solid work on bridge replacement looks to be 2 years out. We will have to pay for the moving of the pipe for bridge replacement. Matt is looking for grant funding to help with the cost. It will be a major project, but we have little time.

Office Administrator / Bookkeeper / Secretary / Treasurer update

Capital Reserves: 96,486.42.

Insurance Deductible (savings) 25,009.72

7 mo. CD 5%- 50,000

7 mo. CD 5%- 50,000

Mosquito- 4,206.67
Checking- 83,318.67

Financial Review Committee- The review committee is in the final stages of combining their findings. Brad Rich gave us a verbal report last week and said everything looks good. He said there are a couple of items we could itemize differently, but nothing affects our end result or changes any outcome for us. They suggested we use a different reporting method that will be easier for community members to read. Brad is going to show me (Mandy) how to do the reports. Scott is currently analyzing our controls. I am trying to schedule a meeting with them next week to review his results.

Mandy is working on a presentation for the member meeting and trying to analyze a realistic funding percentage. Provided our legal fees decrease and insurance costs don't go up much more, hope to be at 6% funded by the end of the year.

2022 expenses were 215,692.16, 2023 were 287,549.58. This was due to inflation, Insurance deductible increase, adding in a reserve study \$1,433.00, paying the mosquito abatement cost 20,847.21 as well as the being declared as a mosquito nuisance property by the mosquito district; having to add more mowing. We also had the 2022 improvement project around the water tower/drainage payment to Grizzlies for 11,371.50 and Firewise. Some improvements were made, but mostly due to the 92,462.24 in legal fees. Dues, 41 families paid half, 140 have paid in full. 129 no pays to date. Payments are due on March 31. We had an oversight on QuickBooks. We should have put February 29 as the due date to show March 1. Instead, we put the first of the month and set it for March 31.

Matt walks us through the proposed agenda for the member meeting at the April meeting.

Matt is working with Joe Hill at Cascadia to generate a master fire plan for the community.

Old Business-

Board Comments-none.

Adopt-a-highway- Bunk is still in charge.

Electronic Communication progress- 184 consents for electronic email. We will be sending out 115-119. Anyone with a Comcast email was having an issue receiving mail. Matt called Comcast and got us on file with them. Members have started receiving emails.

Legal- Insurance company is now handling Walheim litigation. The new attorney is Megan Starks through the insurance company and will possibly be at the members meeting. The insurance company could force us to pay the legal fees as a worst-case scenario. In the best case, we pay our deductible, and they work the case.

Our insurance company is canceling us as of June. Underwriters are unwilling to cover us until we are out of this legal matter. If we can find insurance coverage, it will be an extremely high cost. Working on trying to locate someone to insure us.

Firewise- no new changes

Fourth of July parade/snowman competition- Both great success, plan to hold again, provided insurance is in place.

New Business

Pam Durfy is covering food service for member meeting, Sandwiches, fresh fruit, coffee, water.

Marisha Robinson is going to do Pre/post-cleaning for member meetings.

Logos are out. We are now word-marked in Washington State for Chiwawa River Pines for the next several years. We also own Chiwawa Communities Association. The next step is to get a domain. We are looking at changing our weblog over to a domain. Logos will be submitted for trademark in the next couple of weeks.

Kim Jones will be recruiting to check in at the member meeting. John Bradwin will hopefully do IT again.

2024 Projects / Upper Valley Pilot- Lower pine tree replacement, water tower cameras, meter repair/replacement, Driveway re-gravel, water truck is long term.

Election Results- Bill will not be running; Dave and Judy will run again.

The entire community is being chip-sealed, and the warning speaker and some power poles will be replaced over the next year.

Washington Nonprofit Association has a conference that Matt may attend depending on fees.

The By-Laws committee will speak at member meeting as well as financial review committee.

What will go out to members on the 27th?

Ballots and bios, annual report, Bylaws and CCR drafts, Sept. meeting minutes, P& L as well as budget sheets. Voting will be held over zoom and the recording will be kept on a hard drive.

Judy requests Could we update our phone voicemail to say when the next meeting will be held? Matt will take care of it.

The next meeting will be held at the Rec Center for the member meeting. Pre-Board meeting will be held at 8:30, Member 10:00 member meeting, Board meeting directly after on April 27th.

Meeting adjourned 11:47AM

Next meeting is the April 27, 2024 member meeting.

Meeting Minutes taken by Mandy Stocker

A handwritten signature in black ink, appearing to read 'Mandy Stocker', with a long horizontal flourish extending to the right.

Chiwawa Community Association Board Meeting Minutes
2651 Cottonwood, Leavenworth WA 98826
February 17, 2024

Meeting Attendees:

Matthew Oaks, President
Judy VanEyck, Vice President
Mandy Stocker, Secretary/Treasurer
Bob Barr, Board Member
Dave Lowrie, Board Member
William Lockinger, Board Member
Roger thomas, Board Member
Lance Jones, Board Member
Dan Schaffer, Water Systems Admin

Board member absent: Bunk Bunkleman

Call to order: 10:01AM

Members in attendance: Rhonda Bueler

Introduction of Rhonda and her efforts on the by-laws committee.

Minutes approved from January meeting.

Water system admin: Dan reports cold spell had 12 houses with leaks, lost 225,000 gallons of water. Found most of them, the emails sent out to members were helpful. None of the leaks were on system side, all on homeowner's side. Dept. of Health water usage report is filed, Dept. of Ecology will be addressed when they email us. Water Quality report will come the first part of March. Flow test on hydrants were done by fire dept, but didn't appear accurate, we would like to purchase a flow test kit, cost is \$925.00 for future use. Motion made and passes to purchase flow test kit. 2025 future proposed work, we have 5 stubby fire hydrants, we would like to put extensions on them (cost around \$8,000) we will put that into our budget in maintenance and operations for 2025. Matt and Dan looked at cost compared to Chelan PUD rate structure Taking the rate of 10,000 gallons = (our unlimited water structure) per home per month, we are \$6.00 less per year. Chelan road department informed us about future Chiwawa bridge repair project. They want to remove our pipe from the bridge deck while they do the work. Just started talking / in planning stage. Electronic water management system upgrade will be happening Tuesday night.

Secretary/Treasurer/Bookkeeper:

Capital reserves: 96,482.34

Checking: 36,282.87
Insurance deductible: 25,008.73
Mosquito: 4,206.50
7 month CD #1: 50,000
7 month CD #2: 50,000

Hard drive crashed again, the last one we purchased was the same one as previous. We did purchase a new one from a different manufacturer in hopes of improved outcome. 1099's are out to vendors, Velda is working with the accountant. Invested in another 7 month CD for money that doesn't need to be used in the next several months. Financial committee is doing a great job, they have all information now and are looking forward to a finished project from them. Met with HOA management company, she advised that until we are out of legal disputes, we will not get a HOA management company to represent us. She said as soon as we are out of legal issues, to reach out to discuss management options.

Since January 1 2024, Walheims case has cost us \$4,195.44.

Bylaws update: Rhonda reports Cory and Dave are wonderful lawyers and it has been a privilege to work with them. Next step is to send to lawyers for a final product to send to members. Now working on Covenants, is there anything we would like to address? Board members agree to meet again with final comments on Monday morning 19 Feb at 9AM.

Adobe pro for PDF to excel is needed for completing projects and getting information out to community effectively. We will purchase a yearly subscription.

Fire risk mitigation: Joe Hill (Cascadia) and Matt have been in contact regarding Firewise. Kris King is our local representative. Kris hopes to get seasonal FD workers out to community to help with cleanup for elderly that struggle. Chelan County will tell us around April what their plan is for fire mitigation around our community borders.

No camera updates waiting for snow to melt

No one has stepped up to run for a board position. It's time for us to go door to door. Matt asked is 9 members the right number for a 300-member community? No discussion / comments.

Trademarks: Chiwawa River Pines and Chiwawa Communities Association. We need to establish a license with the state at a cost of \$60 to add a DBA (Chiwawa River Pines). 2 names (wordmarks) are \$110, 2 Logo trademarks are \$110. Motion made, all in favor.

New business:

Contract for being able to hold meetings at Lake Wenatchee Rec club needs to be signed and paid for. Left over \$200 from last year will be applied total, \$200 check signed, Matt will deliver with contract.

Member comments: Carol Lucas, The Huttos have a light that is really bright, Matt got all neighbors together to come up with a solution. A contractor at Arthurs has a large dog running loose. We have reached out to Arthurs, he addressed it with the contractor. Sara Weese had a man on her property taking photos and inappropriately trespassing on property, Mandy Stocker had a family trespassing this past weekend.

Fire insurance commissioner meeting: Held at LWRC. Matt attended Companies are moving away from providing fire coverage. Washington state fire protection standard is what we need to focus on. Plain, Wa is viewed similarly to Paradise CA. If we want to have fire insurance, we need to be forward thinking for maintaining our community.

Fire levy passed. They are doing a recount today.

Velda was on a 90 day trial, she wants to continue working with us and would like to continue, we would like to continue with her as well. She will stay at \$50/hour.

Conference take-aways: Matt had a good experience and had some good take aways. The AWWA produces a wage compensation guide, as we look into wage negotiations, we will consider that guide moving forward. A lot of talk about aging utilities, how to build up our asset management program that isn't burdensome that allows us to make wise decisions. SAMP- strategic Asset Management Plan will be a buzz word often used moving forward.

Quote for consideration: "you can only move at the speed of trust." Large utilities in WA reported that they did not have, but are starting to build climate change plan's with similarly aged infrastructures built in the 60's.

Motion to move into executive session to discuss Walheim case approved at 11:30AM / Exit 12:10

Recess to Monday 19 Feb 0900 for bylaws discussion ; Next full meeting scheduled March 16th at 10:00AM

Meeting adjourned 12:12

meeting minutes taken by

M Stocker

Chiwawa Community Association Board Meeting Minutes
2651 Cottonwood, Leavenworth WA 98826
January 13, 2024, 10:00AM

Meeting Attendees:

Matthew Oaks, President
Judy VanEyck, Vice President
Mandy Stocker, Secretary/Treasurer
Bob Barr, Board Member
Dave Lowrie, Board Member
William Lockinger, Board Member
Roger thomas, Board Member
Bunk Bunkleman, Board Member
Lance Jones, Board Member
Dan Schaffer, Water Systems Admin

Call to order: 10:01

Board Roll Call: Bunk Bunkelman and Bob Barr not in attendance

Community Members in attendance:2, Sarah Weese, Mike Piroto

Approve previous board meeting minutes: Approved

Water system Administrator update-

Currently using approx.. 40,000 gallons a day.

If you see water running, keep your eye out and let Dan know. It's been calm with mild weather, until this week.

Future Projects: Restoration / repair of temporary patch on Pine Tree. Estimate \$10,000 from capital reserve. 7 meters need replacement. 2 don't work, still have several left to do. Battery upgrades on roughly 30 units. Will need to buy 5 meters more. 25-28th March is Water Operators of Washington conference Dan is attending.

Office Administrator / Bookkeeper / Secretary / Treasurer update

Banking:

Capital Reserve- 26,007.67

Insurance deductible- 25,007.67

Checking- 76,601.76

CD- 50,000

Mosquito- 4,206.33

Ledger report:

Invoices- a few hiccups, but seems to be going well, have around 10% returned so far.

Review committee in place- the focus will be on what controls are in place and give recommendations of if we need to do things different. They believe it's in our best interest to have a company do an agreed upon procedure. Mandy reached out to Mitch at Clark Nuber and he is willing to work with us in the Fall do an AUP. Working on PowerPoint presentation for spring meeting.

Metrics on email consent- we have just over 80 people signed up to receive emails.

Email server has been down off and on, if someone says they emailed and didn't hear back, recommend they email again. It's likely was during that time. No reports taken so far.

CD matured and we rolled 50,000 back into another CD. Currently good on check signers until spring meeting.

Member Comments

Mike Pirotto- Fire dept levy in February ballot, It is currently 58 cents, ballot is to renew at .98 cents and will replace existing levy. It is for existing operations. January 24th at 5:30, rec club sponsoring someone from the state insurance commissioner's office, to answers Why are homeowners having a hard time getting renewed fire insurance. Fire dept station 91 has a warming center for those without power. Phone number to call is on the facebook page. Fire dept received a grant from FEMA, 9 sirens will go in. We have had roughly 10 community members respond in support of the siren scheduled to be installed at station 92.

Sarah Weese- By-laws committee has questions for us to answer. Will be meeting weekly for a while. Will stay to answer questions for today's meeting.

Old Business

Board Comments- none

Logo- Does everyone like the new logo. 2 different logos for 2 different entities that complement one another. Thoughts on both logos, words, and colors? Trademark cost is roughly \$30 plus some fees, less than \$2,000. Plat is Chiwawa River Pines, our corporation is Chiwawa Communities Associations. Are there any reservations for going through the process of trademarking? No. Can we Keep Chiwawa River Pines DBA as Chiwawa Communities Association? Matt will look at getting a DBA and hard numbers for what it costs.

(MVG for 2024)- Mission, Vision, Goals, Strategies; and Identify Short term & long term goals: Board approves the final product.

Mosquito account / abatement: Based on current litigation, Matt Proposes that leave account in place and draw down on it to as mosquito treatment is needed, Mowing drainage care, etc. Board agrees.

By-laws- Answered Cory Albrights questions regarding voting rights for members. Recommend change wording to clearly identify April is primary meeting, September is semi-annual meeting. Board members requested to respond to emailed questions this week from bylaw committee to get answers back to Cory.

Annual newsletter- Electronic and physical newsletter to go out draft copy shared no additional comments.

Firewise- No new news on firewise.

Video camera upgrade- Matt has been in touch with Sara Johnson, might possibly be in April before installation begins.

Fire station siren: overwhelming support for fire station siren from community members.

Conference dates- Matt will go to Portland AWWA manager meeting Feb 13-16. Dan will go to Evergreen water conference in August, Matt may possibly go. HOA pays for these conferences.

Elections- Ballots go out in March. Bill does not plan to run again. Dave is still thinking about it, no word from Judy.

Snowman competition- 13 families ended up participating. Great turn out and excitement for next year.

New Business

Board Comments- None

Shon Smith offered to come out and give us updates at the annual members meeting. Matt will Schedule

Member comments received-

Build site dog at Arthurs running lose in the neighborhood and scaring people. Multiple people have addressed it with dog owner, he blows them off saying his dog is nice. Members are unable and uncomfortable walking dogs or to let dog out at home with concerns of this large dog.

Legal / executive session 12:15PM

Out of executive session: 12:57PM

Next meeting scheduled for February 17th 10:00AM

Meeting adjourned: 1:00PM

