

MINUTES
2017 ANNUAL MEETING
COVENTRY MANOR
June 1, 2017 – 7:00 pm

Pierce Park Baptist Church – 5350 N, Pierce Park Lane Boise, Idaho

- I. President Kim Pierce opened the meeting at 7pm. Attendees were welcomed and board members were introduced: Kim Pierce, Vilate Gee, Barbara Peterson, (Tony Perreira not in attendance).
- II. Three proxies were submitted prior to the meeting and 15 households were in attendance for a total of 18.
- III. Proof of meeting notice was established with a postmarked date of 5-5-17, meeting the 10-50 day requirement.
- IV. Review and approval of 2016 Annual Meeting Minutes- Motion was moved by Steve Cox and seconded by Barbara Peterson. Motion carried and was approved.
- V. Presidents Report given by Kim Pierce
 - a. **Dues-** CC&R's stipulate that dues can be raised each year by 5%. Last year there was a deficit of roughly \$2,000.00 which will most likely be the same for 2017. Kim stated that dues for 2017-2018 will remain the same \$78.00 annual, but thereafter it will increase each year by the 5% allowed to cover expense. Dues could not be increased this year because the 30 day requirement notice would not be met in time.
 - b. **Delinquent Dues and Interest Policy-** Kim stated that the policy is still there: Interest accrues on past due accounts of 30+ days but will be waived if paid within 90 days. After 90 days interest will not be waived and will accrue until paid. Monthly payments can be set up if unable to pay full amount. Two people were taken to small claims court last year and one property went into foreclosure. One has completely paid the debt and the other is making monthly payments. It has been discussed by the board that instead of placing liens on people for not paying their dues since they incur the costs of the liens which accumulates, the homeowner would be taken to small claims once they are 3 payments behind. This was discussed but not yet voted on by the board. There are currently 5 homeowners who are delinquent on their HOA dues for 2016, 2 of these include the foreclosure and the homeowner making monthly payments. Kim reported that the collection rate is good and Development Services sends statements each month for past due balances.
 - c. **Association Management Contract-** Development Services is doing the management contract.
 - d. **Landscaping-** Lawn Co is still doing the landscaping maintenance contract for the common areas. Fertilization and weed control is still being provided by True Green. They are supposed to put up flags when doing chemicals. A sprinkler system was put in at the Hair of the Dog entrance to try and save the evergreen tree in that location.
 - e. **Irrigation System-** The irrigation system is 25 years old and every year there are issues. Sprinklers would not shut off one night so Lawn Co was called out one night to fix the problem. Pierce Park entrance had two valves that were repaired by Lawn Co. Kim reported that Lawn Co is very responsive when there is a problem, but they need to be alerted.
 - f. **State Street Entrance-** State Street entrance needs some attention but it is not within the budget this year. Dead shrubs may be pulled out and replaced with perennials to fill in for the time being.
 - g. **Christmas Lights and Decorations-** Christmas lights and decorations were done with an expense of \$250.00 to hang wreaths and lights.
 - h. **Neighborhood Watch-** Vilate said solicitors are out. Anyone that knocks on your door needs to have a city license with their picture on it and you are not obligated to open the door. When you are away from home, make sure all doors are locked and windows are shut since there have been a couple of instances in the neighborhood with entry through windows.
 - i. **National Night Out-** has been a fun gathering of neighborhoods for a number of years. This year, 2017 it will be held at Pierce Park Elementary school to join with other neighbors. It will be held Tuesday August 1, 2017. Hot dogs will be provided.

- j. **NextDoor-** Social site with information such as lost and found pets, vendor contacts, and other useful information. Vilate encouraged everyone to sign up.
 - k. **CC&R Compliance-** Development Services does a drive thru once a month to look for CC&R violations. Lashae sends letters out to these homeowners. Trailers should be placed in garage or behind fence. Shrubs need to be trimmed back from sidewalks since there are many visually impaired residents in the subdivision. There is nothing in the city code that states garbage cans need to be in the garage, they are encouraged to be out of view or pulled up to the house.
 - l. **Yards/Homeowners in violation** of Boise City Weed and Lawn Care Code can be reported to Boise Code Compliance. If you have a problem with a neighbor or property in our subdivision you can report them to BOISE Code Compliance (report weeds or un-mowed lawns, 12 inches high to <http://pds.cityofboise.org/planning/pz/enforcement/>). Homeowners are able to report these violations through city code enforcement or report to Development Services who can send a letter.
 - m. **Snow Removal-** The streets are owned by Ada County and licenses needed to be obtained in order to avoid liability issues for possible damage. This year was an unexpected amount of snow and by the time Ada County realized it was an issue there wasn't anyone available to do the snow removal. Also, by the time Ada County loosened the restrictions for others to obtain permits to do the snow removal, it was as hard as a rock and nearly impossible to remove. The budget also didn't allow for this type of expense.
 - n. **Volunteers-** Kim asked if anyone is interested in serving on the board and asked that they contact Development Services to provide contact information.
- VI. **Financial Reports-** 2016-2017 Profit and Loss statement, 2016-2017 Balance sheet and 2017-2018 Budget was reviewed. Steve Cox questioned the line item in the budget regarding collection of transfer fees. He believed that state legislature passed a law that you cannot collect transfer fees on real estate property. DSI will check into this. Motion was made by Vilate Gee to approve financials including budget, Kathy Yochum seconded, motion passed and carried.
- VII. **Comments/Questions/Concerns-** Can be directed to Development Services
- VIII. **Nominations and Election of Board-** With no other volunteers for the board, remaining board of directors stay in place.
- IX. There being no further business, meeting was adjourned at 8:00 p.m.

Respectfully submitted, Lashae Hernandez/Association Manager