

# Memorandum

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To: All CVTIA Lot Owners

Date: April 8, 2024

From: Hank LuBean, Administrator

POSTED TO WEBSITE

**Re: Final CVTIA Minutes for the April 8, 2024 Annual In-person/Zoom Meeting**

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The Columbia View Terrace Irrigation Association (CVTIA) meeting was held in-person and available via Zoom on Saturday, April 6, 2024, from 6:00 p.m. to 7:15 p.m. Attendees are listed in Attachment A to these meeting minutes.

## Action Item Summary

### CVTIA In-person and Zoom Meeting 4/6/2024

- Turn-on Actions – Scheduled for April 13, 2024 at 10:00
- System Review - Discuss the current status of the CVTIA system and website
- Meeting Recorded and Minutes to be posted to CVTIA's website
- Contact Information is confidential but important to keep up to date (specifically emails)
- Discussion on CVTIA Bank Account Status (Checking account balance and interest accrual)
- Discussion on the current gravity fed system, head gate, aging system and resident lot size.
- Discussion Items to review and require a vote in the near future:
  - Last year of the 4 water share lease with an annual payment of \$500
    - Review/Vote: Continue or Eliminate
    - If continued dues will need to be increased to support
    - If eliminate need to shift time of day of usage and select non-peak hours to flatten the curve of usage (high usage between 8-10pm and 5-6)
  - Increase Annual Dues to support a bank account and major maintenance event
    - Review/Vote: How much to increase?
  - Should our balance be moved from a checking into an interest bearing account?
    - Review/Vote: CD or Money Market Account or continue to only get 3 cents a month?

## Decision Summary

- No decisions were made at this meeting. Items for review and requiring a vote were only discussed. Votes will be acquired at the next meeting or notice will be sent to alert of a voting opportunity.

## CVTIA In-person and Zoom Meeting Minutes – April 6, 2024

### I. Welcome

#### A. Review Agenda, Zoom Meeting Review, and Discuss Agenda Items

Hank LuBean welcomed the attendees to the meeting and the meeting was held in Hank's front yard and via Zoom. Hank LuBean reviewed the agenda.

##### *Meeting Agenda Overview*

- Meeting began at 6:04 with 8 members in-person and 4 members in attendance via Zoom.
- Hank LuBean provided an information from the CVTIA website regarding our current CVTIA system.
- Water will start flowing from Dryden on April 8, 2024. After allowing several days for the water to settle, CVTIA will release water into our system on April 13, 2024
  - Reminder to lot owners to have your MAIN LINE turned to the OFF position.
  - Members will be coming around to check for leaks and blowouts and may have to enter individuals' yards to check on system.
- Volunteers are need for cleaning the screens throughout the season – Ben Tucker and Hank LuBean are currently taking care of this job.
- Hank LuBean noted that we have a viable system but we may have some required maintenance. There has been very little maintenance to our system other than the weekly cleanings and annual head gate screen replacements.
  - This year screens were replaced and manufactured by Hank LuBean for a reimbursement of \$220 and Adam Nealy installed a new valve on Aurora/Anne South lateral for \$260. These costs are materials only no labor.
  - Anne/Sunset Laterals will need to be maintained later this year unless major leaking occurs sooner.
  - There is a concern for our aging system that they may be more expensive repairs in the future and the current status of our bank account may not be able to support.
- Time of Day usage is important for the success of our system and all members receiving adequate pressure and water supply.
  - Please visit the website to review high usage periods and adjust your watering schedule accordingly
- Discussion regarding our 4 water share lease (Item A below), the annual \$500 payment and whether to continue paying for the increase in shares. This is the last year of the agreement. If eliminated Hank believes that we can maintain our system by staggering water usage across a varied time period. If eliminated a fee to decrease the orifice size at our head gate of \$75 will be assessed by the Wenatchee Reclamation District.

- Stephanie Sullivan suggested that we keep the rights and increase the annual dues to \$40
- Hank LuBean discussed the current account balance of roughly \$4,500.
  - Increasing Annual dues may be necessary (Item B below)
  - Interest accrual on checking account very low. (Item C below)
- Annual dues are still a struggle to collect and efforts to go house to house at times is necessary to collect all members dues.
  - Currently only 31 have paid so far for 2024 (12 Venmo, 4 Cash, and 15 Checks)
  - Venmo and paypal options are available
- CVTIA members involved in the annual meeting expressed the importance of making other members aware of these decision items needing review prior to agreeing on a vote in this meeting. (All decisions delayed to a future meeting)
- Neighborhood Note:
  - Anne Street Yard Sale scheduled for June 13-15, 2024 for those that would like to participate.

## II. Items for Review and Future Vote

### A. Four Water Share Lease – Last Year of Agreement and Annual Payment of \$500

Hank LuBean discussed the current state of our additional water shares that are leased to CVTIA under a five year agreement. The last payment has been made and Hank needs to know if members want to continue or eliminate this agreement. Hank proposed that our system seems to be supporting our current usage but there are areas of improvement.

If continued, dues will need to be increase to support the annual payment of \$500.

If eliminated, water users will need to shift time of day of usage and select non-peak hours to help the system function under 100gpm (high usage between 8-10pm and 5-6).

### B. Increase Annual Dues

Hank LuBean proposed that we may need to increase annual dues to support Key Bank Account and future maintenance events. Hank LuBean discussed the bank balance of our checking account of roughly \$4500 which would not cover the cost of a major construction repair of our system. Although, this is not expected currently it is known that our system is aging and PVC, being prepared for the cost of emergencies is important to the members. The cost alone for digging up and repairing any road would be potentially significant or more depending on circumstances. Annual dues of \$20 began being collected from members in 2021. It was suggested that these annual dues be increased from each member annually to boost our irrigation bank account for unforeseen

expenses that may arise as well as to pay for annual increase in shares if the members decide to retain the \$500 annual lease.

Members in attendance discussed an increase but no amount was agreed upon. This is an item that needs to be reviewed and voted upon at the next annual meeting.

### **C. Key Bank Checking Account Balance and Interest Accrual**

Hank LuBean discussed our checking account and proposed that we think about moving the money into a high interest bearing account. All members in attendance discussed the options but no decisions were made at this time.

Members need to think about whether our balance should be moved to a CD or Money Market Account or continue to only get 3 cents a month?

## **III. Review Items**

### **A. Outcome of Review Items**

Items for review and requiring a vote will be discussed at the next annual meeting. Or future correspondence will be sent in the mail and email to notify members of upcoming voting opportunities.

## **IV. Next Meetings**

The next meeting will be scheduled for late March or early April 2025 and will be announced prior to that via mail, email or posted on the CVTIA website <https://www.LuBean.com/cvtia/> to those with addresses on file. This annual meeting will be held in-person and via Zoom meeting or similar on-line process; the login details will be included in the announcement and on the website.

## **V. List of Attachments**

Attachment A List of Attendees

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List of Attendees**

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Name of Member	Lot Address
<b>Attendance IN-PERSON</b>	
Hank LuBean	1700 N. Aurora Ave
Amber Nealy	1725 N Aurora Ave.
Josh Miller	1614 N Aurora Ave.
Bill Miller	1716 N. Aurora Ave.
Brian Frank	1724 N. Anne
Pete Kimbrell	1675 N. Anne
Tim Hein	1612 N. Aurora Ave.
Ben Tucker	21 NE 18 <sup>th</sup> St.
<b>Attendance via ZOOM</b>	
Stephanie Sullivan	1721 N Aurora Ave.
Julene and Jimmy McGregor	1722 N. Aurora Ave
Armondo Aviles	1661 N. Anne