

**BVHOA BOARD OF DIRECTORS
MEETING 6-20-2024
MINUTES & AGENDA**

BELLA VISTA HOMES HOMEOWNER'S ASSOCIATION

Carpenter Room Medford Public Library

- 1) call to order, acknowledge quorum
- 2) Approval of 5-30-2024 board meeting minutes
- 3) Old Business
 - a. Succession plan for when president is unable to run board meeting.
 - b. Compliance violation assessment. Fines, warning letters.
- 4) New Business
 - a. ARC committee recommendations. See attached letter.
 1. Where will information be stored. Ed
 2. Where do plans go first, ARC or City Planning?
 3. Engineering evaluation performed before construction starts.
 - b. Carino Committee update.
 1. Joy & Craig met with Robert @ QPM. We are sending out bids to 7 geology firms. 4 Medford, 1 Ashland, 1 Prospect & 1 Portland
 2. Paul Faubion & Laura Wilson have agreed to be on the committee.
 3. 5 homeowners who have been involved or directly impacted by Carion Lane have been contacted about the committee.
 3. Laura has already, through her contacts, spoken with a State and a Medford City Official. Share information.
 - c. AG Buffer Committee any update?
 - d. HOA Financial Accounting
 1. Brewster CPA is the process working with QPM to transfer HOA finances from Portland firm.
 - c. Pick the next couple of dates for July & August board meetings.

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Board members attending: Joy Wright, Ed Guerrero & Craig Hansen.

Homeowners attending: Nani & Ross Nakamatsu, Laura Wilson, Joanne Van Kampen, Judy Henderson, Marty Lemke, Ria Cordeiro, David Swearingen & Paul Faubion.

- 1) Joy opened the board meeting. Moved, 2nd & unanimously approved.
- 2) Minutes from 5-30-2024 meeting Moved, 2nd & unanimously approved
- 3) Minutes from Special Carino Board meeting, approval delayed until 7-25-2024 because all board members hadn't read them yet.
- 4) Old Business
 - a. Ed moved to have Doug Dollard to run board meeting is Joy is unable to attend. Doug moved, Ed 2nd and unanimously approved.
 - b. Discussed corrections to 5-30-2024 minutes.
 - i. Address 3640 actually 3645.
 - ii. 3605 Camino is not in foreclosure by bank. It is owned by
 1. King Cory Alexander
 2. 1750 Delta Water Road Medford 97504.
 - c. Craig discussed the recordings of the board minutes is good, unless too many people talking at once. At some point they will be available for homeowners.
 - d. Joy & Craig meet with Robert at QPM
 - i. Talked about Compliance Violation for our HOA. He gave us a copy of Meadow Wood policy. Gave to David Swearingen for ARC/ACC committee to review and we need to update our policy. Discussed issues like lots that could be a fire hazard. If the owner does not comply, does the HOA take care of problems and bill homeowner?
 1. Fines should be consistent and well defined.
 - ii. Discussed what ACC & ARC is. For now, ACC & ARC will be under the same committee. The committee will review and submit recommendations to the board. Craig moved, Ed 2nd and approved.
- 5) New Business
 - a. David Swearingen heading ARC/ACC committee
 - i. bwjcredhawk@gmail.com

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- ii. QPM collects collecting fees for ACC/ARC
 - iii. Craig needs to set up ACC/ARC group with all committee members.
 - 1. Send Contact from homeowners to committee & Doug, the board but not QPM. Committee to determine if QPM needs to be contacted.
 - iv. ACC/ARC to set up process for handling process.
 - v. Craig to work with QPM to reorganize Portal of our documents.
 - vi. Doug spoke about fees collected by QPM, if our committee is handling the work?
 - vii. Spoke about reviewing QPM Contract.
 - viii. ACC/ARC would like all current & past documents, deposits, who is owned etc.
 - ix. Discussed all contacts with Robert going through Joy.
 - x. Paul suggested QPM should have an ACC/ARC letter available to realtors.
 - 1. Letter should include bylaws.
 - xi. ACC/ARC should create a packet of Bella Vista for new homeowners & realtors so QPM can hand out.
 - xii. Title company should have received HOA when they purchased home.
 - xiii. Plans go to ARC 1st, then City of Medford.
- 6) Carino committee
- a. Laura Wilson, Paul Faubion & Craig Hansen are members.
 - b. Robert is going to send out bids to 7 geologists for an estimate to analyze road.
 - c. Craig contacted 7 of the homeowners that are directly affected by Carino about.
 - d. Craig commented committee needs to involve the 90% of HOA that aren't directly affected by Carino. If it comes down to expenses, it will be the 90% that will recommend what the board should do.
 - e. The community will be involved in decision making.
 - f. Communication will be through News.BellaVistaHOA@gmail.com
 - g. Laura Wilson spoke with Emergency Manager for Medford
 - i. City not to comment but:
 - ii. Private Road, controlled by HOA
 - iii. Suggested No Construction until a report and a plan is established.
 - iv. Safety should be first.
 - v. The report should be completed ASAP.

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- vi. Bella Vista us a part of Medford Land Mitigation map
 - vii. 2017 there were 60 land slides in the City of Medford.
 - viii. Joanne will reach out to her contact at Medford City Water.
 - h. Laura spoke with a Oregon State official with land conservation.
 - i. Official mirrored city emergency manager.
 - ii. Recommended 2 other geologists.
 - iii. David CC&Rs stated 8.8.3 and 8.8.4 states HOA responsible for road, not homeowners.
 - iv. Ed also stated that CC&Rs state HOA has no guarantee to homeowners about land movements.
 - v. Craig said Rebecca from North Ridge told him now that she was going to back off with building until road conditions were determined.
 - vi. Rebecca needs geological study of their property, before they submit their plans to ARC/ACC committee.
 - vii. Can our attorney ask for the discovery from Dave Mathews attorney.
 - viii. Craig to contact Rebecca if they have any documentation from Declarant about Geological studies for their property.
 - i. Paul commented we may not be able to use reserve funds. Craig suggested that Joy appoint Mark, Ed or a combination to investigate how we can use general or reserve funds. Who pays, but HOA needs to pay to find out the condition of Carino. Worry later, who is at fault if any. Laura commented that not doing anything could make the HOA liable.
 - j. Craig moved to end Carino Discussion, Doug 2nd and approved.
- 7) AG Buffer
- a. No update.
- 8) Move our CPA to Brewster CPA
- a. Robert stated his office is working with Brewster CPA
- 9) Next meetings
- a. July 25th
 - b. August 22nd
 - c. September 26th.
- 10) Doug moved, Ed 2nd to adjourn the meeting and approved.