

Thursday, September 8, 2022  
via Zoom  
2:00 – 3:15 p.m. PST

**Minutes**

<b>Present:</b>	Aaron Fedora	Chair
	Wes Bews	Treasurer
	Josh Lommer	Secretary
	Robert Rood	Community Manager

**Regrets:** Nil

**Guests:** Charles Kief  
Dana Henderson  
Bruce Nelson  
Dana Brooks  
Laura Wilson  
Joanne Van Kampen

**1. Call to Order**

**2. Review of the Board's Duties (*Bylaws, section 3.14*)**

For information only:

The duties of the Board shall include, without limitation:

- (a) preparation and adoption of annual budgets and establishing each Owner's share of the Common Expenses;
- (b) levying and collection assessment from the Owners to fund the Common Expenses;
- (c) providing for the operation, care, upkeep, and maintenance of the Common Area;
- (d) designating, hiring, and dismissing personnel necessary to carry out the rights and responsibilities of the Association and where appropriate, providing for the compensation of such personnel and for the purchase of equipment, supplies, and materials to be used by such personnel in the performance of their duties;
- (e) depositing all funds received on behalf of the Association in a bank depository which it shall approve, and using such funds to operate the Association; provided, any reserve fund may be deposited, in the directors' best judgment, in depositories other than banks;
- (f) making and amending rules and regulations;



- (g) opening of bank accounts on behalf of the Association and designating the signatories required;
- (h) making or contracting for the making of repairs, additions, and improvements to or alterations of the Common Area in accordance with the Declaration and the Bylaws;
- (i) enforcing by legal mean the provision of the Declaration, the Bylaws, and the rules adopted by it and bringing any proceedings which may be instituted on behalf of or against Owners concerning the Association;
- (j) obtaining and carrying property and liability insurance, as provided in the Declaration, paying the cost thereof, and filing and adjusting claims, as appropriate;
- (k) paying the cost of all services rendered to the Association or its Members and not chargeable directly to specific Owners;
- (l) keeping books with detailed accounts of the receipts and expenditures of the Association;
- (m) making available to any prospective purchaser of a Lot, any Owner, and the holders, insurer, and guarantors of any Mortgage on any Lot, current copies of the Declaration, the Articles of Incorporation, the Bylaws, rules and all other books, records, and financial statements of the Association;
- (n) permitting utility suppliers to use portions of the Common Area reasonably necessary to the ongoing development or operation of the properties;
- (o) indemnifying a director, officer or community member, or former director, officer or committee member of the Association to the extent such indemnity is allowed by Oregon law, the Articles of Incorporation and the Declaration; and
- (p) assisting in the resolution of disputes between Owners and others without litigation, as set forth in the Declaration.

Pursuant to section 3.16, the Board may employ for the Association a professional management agent or agents at such compensation as the Board may establish, to perform such duties and services as eh Board shall authorize. The Board may delegate such powers as are necessary to perform the manager’s assigned duties, but shall not delegate policy making authority of those duties set forth in sections 3.14(a) and 3.14(i) of the Bylaws.

### **3. Review of Association’s Financial Position (*Bylaws, section 3.17(e)(iii)*)**

#### **a. Review of 2021 Financial Statements**

For information only; will move to adopt when CPA review has been completed.

#### **b. Review of 2022 Interim Statements**

For information only; will move to adopt when CPA review has been completed.



**4. Adoption of the 2023 Reserve Study & Maintenance Plan (C, C & Rs, section 5.12)**

Background: Issues with quality of the reserve study completed in 2022 so elected to have a new study completed in 2023.

Moved to adopt 2023 Reserve Study: Aaron

Seconded: Wes

**5. Adoption of the 2023 Budget (C, C & Rs, section 5.11)**

Discussion:

YoY increase in Management Fee expense – driven largely by time spent by community manager; these expenses have been under budget/market to date.

Fountain beautification – homeowners have expressed interest in spending money to beautify this element of the community. Would also include addressing issues re lot 39.

Projects – some ideas have been floated to address the ag buffer including potential addition of mulch and potential drainage issues related to the inlet.

Moved to adopt 2023 budget subject to confirmation of Management Fee line item: Aaron

Seconded: Wes

**6. Report of Members Delinquent in Assessment Payments (Bylaws, section 3.17(e)(iii)(F))**

For information only:

Lot 24 – lien recorded, collection of outstanding HOA fees sent to collections

Lot 43 – have delivered certified notice to homeowner and registered lien; property listed for sale

**7. New Business**

a. Agricultural Buffer Landscape Status

For information only; concern expressed by homeowner that there is nothing growing in buffer area. Aaron advised that the declarant has installed the recommended irrigation system and plants and was unaware that nothing was growing. Aaron to follow up on potential warranty claim.

**8. Other Business**



- a. Park Drainage Inlet Pipe – Community manager to ask TAC for recommendation on how to address this for consideration by the declarant.
- b. Lot 39 – query whether to include in lot 38 landscaping plan.
- c. Rock retaining wall – Community manager to call Robert Warren for geotech consultation.
- d. Spruce tree irrigation – TAC to make recommendation for Declarant/Board to consider.
- e. Lot 59 – destruction of foliage during construction; currently has \$3,250 on deposit and may either fix at their cost or apply deposit and notify homeowner regarding potential fines.

#### **9. Set Date for Next Meeting**

Moved to schedule Q4 Board meeting for November 3, 2022: Josh

Seconded: Aaron

#### **10. Adjourn**

Moved to adjourn meeting: Josh

Seconded: Aaron