

HOA BOD Meeting Minutes 03/06/2024

1. Call to Order

- Meeting was called to order at 6:01 PM
- Board Attendees:
 - Peter Clark (President)-Present
 - John Wells (Treasurer)-Present
 - Cody Olson (Secretary)-Present
- Resident Observers in Attendance:

2. Review and Approval of Previous Meeting Minutes

The meeting minutes from the 10/11/23 and 01/29/2024 BOD meetings need to be approved for the record.

- John made a motion to approve the 10/11/2023 and 01/29/2024 BOD meeting minutes.
- Peter seconded the motion
- The motion passed by unanimous vote
- ***The minutes from the 10/11/2023 and 01/29/2024 BOD Meetings are approved.***

Peter to post approved meeting minutes to the neighborhood website

3. Treasurer's Report

- Currently the HOA has \$224,000+/- in the bank accounts, of which \$144,543.38 is allocated to reserves.
- All HOA dues for FY2024 have been collected with the exception of one member
- The HOA is currently tracking \$2,800 under budget for FY 2024.

4. Ongoing Business & Updates:

- **Bridge Replacement at Spillway**

Parker Pacific has contacted the board and requested to collect the steel plates currently spanning the spillway at the lake. During dam improvements the wood bridge was removed and replaced by steel plates for equipment access. The steel plates were left in place and a permanent bridge has not been re-established. The bridge replacement will require a permit from the county. The ARC will be tasked with reviewing and selecting a bridge design for the replacement. The plates will be rented for 3 months with a goal of having a permanent bridge replacement installed by August.

- The County has notified the HOA that a Flood Plain work permit will be required for bridge construction. The cost of the permit is \$786. A board member will need to fill out the permit application.
- The BOD needs to select a contractor to construct the bridge
- Peter to work with the County on the permit application. Contractor solicitations will be discussed at a future BOD meeting.
- The BOD is considering pre-fabrication of a bridge that can be transported and set into place at the spillway. This would eliminate construction work occurring in the waterway, which is a large part of the permitting concern with the County.
- Peter to check with Bill Gaffi on availability to assist with construction of the bridge.

- Cody to research pre-fabricated bridge options and report back at the next BOD meeting. This project has funding budgeted in the reserves. John to research and provide budgeted amount.
- The budget for the project is \$5,000. Peter requested to put the project on hold as he seeks volunteer help from HOA members. (07/12/2023)
- **No Update (03/06/2024)**

- **Bank Erosion Repair at Tree Near Bridge Over Abernathy Creek**

Flow in Abernathy creek is eroding the bank along the Northwest end of the bridge, and it is undermining a large tree directly adjacent to the bridge. The BOD needs to consider options for limiting bank erosion so the tree does not fall and damage the bridge. Peter to contact Clackamas Count to review permit requirements for this work.

- Peter has discussed this repair with Ground Effects Landscaping and has requested a formal quote. The reserves have budgeted \$8,000 for this work. Cody to request permitting guidance from the Oregon Water Resources Department. (07/12/2023)
- ORWRD has referred the repair to Tony Janicek (State Engineer) for review but he has not provided a response. Cody to check in with Tony to seek guidance. (08/23/2023)
- Tony Janicek (OWRD) has confirmed that OWRD does not need to review the repair because it is not part of the dam. (09/20/2023)
- The BOD hired Nick Bloundon (Bloundon Engineering) to review the erosion and provide a letter of recommended repairs. Bloundon recommended repairs to both the bank erosion and also erosion at the bridge abutment. The repair is larger in scale than initially approved by the Oregon Department of State Lands. The recommended repairs will require a coordinated permit effort between Oregon DSL, US Army Corps of Engineers, Oregon Department of Fish and Wildlife, and possibly Clackamas County (due to the bridge work). (09/20/2023)
- Cody to research the permitting requirements for this project and report back at the next BOD meeting. (09/20/2023)
- ***The trees at the erosion site, and the trees on the opposite side of the bridge (fall hazard) are scheduled to be removed on March 11th. A permanent repair for the erosion remains a work in progress. (03/06/2024)***

- **Main Entry Landscape Improvements**

The Landscape Committee has solicited a quote from Ground Effects to update the landscaping and planting at the main entry. The quote exceeds the budgeted amount for landscaping in the 2023 approved budget and exceeds the amount the BOD is authorized to approve without a neighborhood vote.

- The BOD will consider budgeting for this project in 2024 and will seek neighborhood input to determine if the members are interested in pursuing/funding this project (05/17/2023)
- Peter to request a quote from Ground Effects Landscaping for a phased approach to this project. The project will then be incorporated into the updated reserve study to be completed this year. (07/12/2023)
- The BOD will seek public comment regarding this project to determine membership support and project scope. The project will be turned over to the Landscape Committee to request bids. (08/23/2023)
- Melinda Olsen has offered to cover costs for Q1 of the front gate landscape restoration project. The BOD will seek input (10/11/2023)
- The front gate project has been approved. The landscape committee will coordinate with Ground Effects to start the project (01/29/2024)

- **No Update (03/06/2024)**

- **Care for Trees at Cedar Grove**

Several of the trees at the Cedar Grove are showing signs of stress. The HOA needs to seek guidance from an Arborist regarding how to treat/rehabilitate the condition of the trees.

- John presented recommendations provided by Arbor Now. Arbor Now has cited a root fungus as the source of the issue and has recommended treating with sulfur. (08/23/2023)
- Bill has reached out to the head forester at OSU for recommendations and is waiting to hear back. (08/23/2023)
- Peter to check with the previous board regarding the recommendations made by a previous arborist. (08/23/2023)
- Mulch has been spread at the bases of the trees (09/20/2023)
- John to contact Arbor Now for a quote for Sulfur Treatment and a quote for removal (09/20/2023)
- **No Update (03/06/2024)**

- **Lake Maintenance and Restoration Projects**

Top Aquatic has prepared an information packet and quote to implement a series of lake restoration projects for BOD consideration.

- The BOD has requested the Lake Restoration and Maintenance Committee review Top Aquatic's quote and work with Gabe to finalize project scope and pricing that the Committee can present to the BOD and make a recommendation for accepting.
- Once the BOD receives the recommended project scope and pricing, the BOD will seek public comment from the membership prior to proceeding.
- No Update. Peter to check in with the Lake Restoration Committee regarding the status of a recommendation (10/11/2023)
- **No Update (03/06/2024)**

- **White Fence Cleaning**

Members of the HOA membership recommended including pressure washing of portions of the backside of the white fence that are visible from the road as part of Ground Effects contract.

- Peter has contacted Ground Effects regarding the added pressure washing. Ground Effects has offered to include washing the backside of the fence in exchange for a 2-year contract renewal for their services. Peter to get a copy of the contract.
- The Landscape Committee has requested a meeting with Ground Effects to review contract scope and performance. Peter to contact Ground Effects to set-up a meeting. (09/20/2023)
- **No Update. The contract renewal still needs to be signed by the HOA (03/06/2024)**

- **Annual Meeting & Election Date**

The BOD needs to set a date for the annual membership meeting. The meeting will also include elections for (2) Director seats.

- The BOD discussed setting the meeting date for April 17th. (01/29/2024)
- Peter to email Holly to request info regarding notices, etc. (01/29/2024)

- ***The meeting is confirmed for April 17th, Peter to confirm a location and provide details to Superior so notices can be mailed out (03/06/2024)***

- **Sinkhole at Intersection of Lake Side Ct**

A small sinkhole has been discovered at the intersection of Lake Side Ct and Hidden Lake Drive. The sink hold is directly adjacent to the stormwater grate. The sinkhole will be filled with gravel and the grate will be cleaned to allow stormwater to flow through the culvert as designed.

- ***Work Complete. This issue is resolved. (03/06/2024)***

5. New Business

- **Front Gate Repair Project**

- The contractor who recently repaired the front gate submitted a quote for recommended repairs. The bid total was \$38,000+/-.
- The BOD will update the reserve study accordingly so the appropriate value is accounted for in this year's study. Once the value is accurately incorporated into the reserve study the BOD can make a decision on when to proceed with the work.

- **Access Remotes for Front Gate**

- The HOA inventory of replacement remotes for the front gate has been exhausted. The HOA needs to either purchase additional remotes for inventory, or notify the membership that they will need to buy their own replacements when needed. Peter has obtained a quote for \$18/EA for replacement remotes.
- John made a motion for the HOA to purchase (10) replacement remotes for inventory.
- Cody seconded the motion
- The motion passed unanimously.
- Peter to purchase (10) replacement remotes and submit an expense report for reimbursement.

6. Committee & Task Force Actions/Recommendations:

- **Finance Committee (Chris Sirpless)**

- *No update 03/06/2024*

- **Landscape Committee (Melinda Olson)**

- *No update 03/06/2024*

- **Architectural Review Committee (VACANT)**

- *No update 03/06/2024.*

- **Social Committee (Peter Clark)**

- *The annual neighborhood Easter Egg Hunt is scheduled for 03/30/2024 from 11AM-1PM. 03/06/2024*

- **Bylaw & CC&R Review Task Force (Linda Macpherson)**

- *No Update 03/06/2024.*

- **Lake Restoration & Maintenance (Bill Gaffi)**

- *No Update 03/06/2024*

7. Legal Matters

- **Lot 21 Easement Agreements & Lawsuit (Executive Session)**
 - *The easements that are part of the settlement agreement have been recorded. There are two items required to finalize the agreement:*
 1. *A recorded easement for portion of the pipeline that passes through the Whitted Lot*
 2. *There is a correction to the Lot 21 pipeline easement that is required based on a discrepancy in the pipeline route on the currently recorded easement.*
 - *No Update (03/06/2024). HOA counsel has not responded to BOD request for an update.*
- **Tadpole Park Lawsuit**
 - *See above. The Tadpole Park matter has been coupled with the Lot 21 matter.*
- **Lot 23 Easement Agreements**
 - *No update 03/06/2024*

8. Next Meeting Date:

- The next meeting is scheduled for April 10, 2024 at 6 PM
- Peter to send out notice to the HOA membership.

9. Future Meeting Topics

- None at this time

10. Adjournment

Meeting adjourned at 6:43 PM