

## HOA BOD Meeting Minutes 06/22/2022

### 1. Call to Order

- Meeting was called to order at 6:00 PM
- Board Attendees:
  - Peter Clark (President)-Present
  - John Wells (Treasurer)-Present
  - Cody Olson (Secretary)-Present
- Resident Observers in Attendance:
  - Bill Gaffi, Linda Macpherson
  - Ginny Wells

### 2. Review and Approval of Previous Meeting Minutes

The meeting minutes from the 06/19/22 BOD meeting need to be approved for the record.

- John made a motion to approve the 06/19/2022 BOD meeting minutes
- Peter seconded the motion
- The motion passed by unanimous vote
- ***The minutes from the 06/19/2022 BOD Meeting are approved***

***Peter to post approved meeting minutes to the neighborhood website***

### 3. Treasurer's Report

- John presented on the background of the 2<sup>nd</sup> installment of the special assessment scheduled to be paid by the association members no later than August 15<sup>th</sup>.
- The special assessment was approved by a 17-1 vote by the neighborhood at the meeting on 9/03/2021
- A resolution was passed by the BOD on 10/06/2021 confirming collection of the special assessment. The resolution provided members the option to pay in (2) installments. The 2<sup>nd</sup> installment in the amount of \$2,500 is due 08/15/2022.
- Per the BOD resolution, the special assessment is intended to cover capital improvements outlined in the 10/06/2021 resolution. Among the capital improvement projects listed in the resolution is the inlet access road landslide repair. The landslide repair is not complete.
- Jason Grosz, general counsel to the HOA, has confirmed the BOD has the authority to make special assessments for maintenance of common areas.
- Lake dredging was one of the capital improvement projects discussed at the time that the members voted to approve the special assessment. Lake dredging is currently on hold pending further investigation of permitting requirements and scope of work. Some HOA members have asked if the 2<sup>nd</sup> installment is required due to lake dredging plans not being finalized at this time.
- *Cody made a motion to continue with collection of the 2<sup>nd</sup> installment of the special assessment and re-asses capital improvement funding after completion of the landslide repair.*
- *Peter seconded the motion.*
- *The motion passed by unanimous vote.*
- ***The second installment of the special assessment resolved on 10/06/2021 in the amount of \$2,500 will be collected as currently scheduled.***

### 4. Ongoing Business & Updates:

- **Lake Maintenance Contract and Improvement Projects**

The BOD will appoint a Lake Restoration and Maintenance Committee tasked with reviewing the planned lake maintenance projects presented by Gabe Winfrey at the 05/09/22 BOD. The committee will be assembled after the Owner Forum meetings on 05/22/22 and 06/05/22.

The BOD also needs to review Top Aquatic's contract with the HOA and work on a renewal.

- *Bill has been in contact with Gabe at Top Aquatic and is trying to set up a meeting for some time after July 10<sup>th</sup>. The goal is to develop a lake dredging and restoration plan, as well as a long-term maintenance plan.*

- **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.

- ***No update 06/22/2022***

- **Committee Heads**

Per the 05/04/22 BOD meeting, a series of Committees and Task Forces will be established to aid the BOD in resolving ongoing business matters. A solicitation for committee members will be made at the Neighborhood Town Hall meeting. Task Force appointees will be made as required during BOD meetings.

Committees:

Finance Committee  
Landscape Committee  
Architectural Review Committee  
Social Committee

Task Force:

Landslide and Inlet Road (Keith Coppenger)  
Lake Restoration and Maintenance  
Bylaw and CC&R Review/Update

- Committee seats have been filled via the BOD forum meetings
- Committee heads to be appointed at 06/22/22 BOD meeting. The Board asks each committee to nominate the chairperson for their committee.
- ***No Update 06/22/22***

- **Inlet Road Landslide & Code Violation Notice/Remediation Strategy**

During inlet road clearing and dam improvement projects in 2021, fill was deposited in the clearing by the lake inlet. It has been determined that the fill was placed in a designated wetland by Oregon Department of State Lands. The county has notified the Oregon DSL of the issues. In winter of 2021/2022 the slide at the inlet road reactivated and slid across the road.

- Keith and the BOD have completed collecting documentation related to the inlet road slide.

- (4) Geotechnical firms have been engaged to provide a proposal for issuing repair recommendations for the slide. Geotechnical proposals should be available for BOD review by mid-July.
- The BOD will determine a path forward, including engaging Oregon DSL regarding the wetland deposit, one Geotech proposals are available for review.
- **No Update 06/22/2022**

- **Chip Spreading and Lake Common Area Clean-Up**

The HOA needs to perform some common area clean-up to take care of the current stockpile of wood chips by the lake. Also, the debris pile by the cedar grove needs to be removed. The BOD would like to schedule a work party in June.

- *Chips are currently available to all homeowners for use on their property. Residents should notify the BOD with a request for chips prior to taking. All homeowners will be required to follow CC&R requirements when using the chips on their property.*
- ***This item will be delegated to the Landscape Committee for recommendation. ITEM RESOLVED.***

- **Mole Service at Lake**

Per the 06/05/2022 BOD meeting, it was suggested that the BOD look into hiring a mole removal service for the lake common area.

- **No Update 06/22/2022**

## 5. New Business

- **HOA Transfer Fee**

Per the October 2021 Annual Owner Meeting, the residents approved implementation of a \$7,500 transfer fee collected upon the sale of a property within Hidden Lake Estates. Although the transfer fee was voted on conceptually, it has not been formally implemented in the HOA bylaws.

- John has discussed transfer fee implementation with Jason Grosz. Jason advised that transfer fees are not common, only occurring in about 10% of the HOA's he represents. Jason also advised that \$7,500 was greater than the typical transfer fee. He believes that \$5,000 would be more appropriate for Hidden Lake Estates home values
- Implementation of the transfer fee requires an amendment to the bylaws. Approval of the amendment will require 75% voting approval by the HOA members.
- The transfer fee amendment can be presented to the membership once the Bylaw/CC&R task force completes their recommendations for amendments to the documents.
- ***This item is will be addressed with the recommendations from the Bylaw & CC&R Review Task Force. . ITEM RESOLVED.***

## 6. Committee & Task Force Actions/Recommendations:

- **Finance Committee**
  - **No Update 06/22/2022. Chairperson TBD**
- **Landscape Committee**
  - **No Update 06/22/2022. Chairperson TBD.**

- **Architectural Review Committee**
  - **No Update 06/22/2022**
- **Social Committee**
  - **No Update 06/22/2022**
- **Bylaw & CC&R Review Task Force**
  - *The committee has completed their review of the HOA bylaws and has submitted a draft of their recommendations to the BOD for review. Linda Macpherson presented the findings of the committee's review.*
  - *John will work with Jason Grosz to review each of the Task Force's recommendations.*
  - *All proposed changes will need to be voted on by the membership prior to implementation.*
  - *The Task Force will move on to CC&R review next.*
  - *The Task Force shared concerns regarding the difficulty HOAs often have in amending CC&Rs. John will seek feedback/guidance on these concerns from Jason Grosz.*
- **Inlet Road Task Force**
  - *No update 06/22/2022. See above under "Ongoing Business" for current status.*
- **Lake Restoration & Maintenance**
  - *See above under "Ongoing Business" for update.*

#### **7. Executive Session – Lot 23 Easement Agreements**

- *Peter made a motion to move to executive session to discuss common area easement agreements with Lot 23 ownership (Bill Gaffi, Linda Macpherson).*
- *John seconded the motion*
- *The motion passed by unanimous vote. The board entered executive session at 6:51 PM*
- *The BOD returned from executive session at 7:15 PM. No action required at this time.*
- *The next executive session to review with Lot 23 ownership will be scheduled at a future meeting.*

#### **8. Executive Session - Lot 21 Easement Agreements & Lawsuit**

- *Cody made a motion to move to executive session to meet with Damon Henrie to review potential representation of the HOA in the Lot 21 matter.*
- *Peter seconded the motion.*
- *The motion passed by unanimous vote. The board entered executive session at 7:18 PM.*
- *The BOD returned from executive session at 7:59 PM.*
- ***Peter made a motion to engage Damon Henrie to evaluate the status of the Lot 21 matter and see if he can bring the suit to a settlement. The fee for review is \$1,500. John is empowered to sign the engagement documents.***
- ***Cody seconded the motion.***
- ***The motion passed by unanimous vote.***
- ***John to send Damon all of the required documents for his review.***

#### **9. Next Meeting Date:**

Wednesday July 6, 2022, 6PM

*Upcoming Meetings:*

*07/20/2022, 6PM*

*08/03/2022, 6PM*

*08/17/2022, 6PM*

08/31/2022, 6PM

*Peter to send out notification of the scheduled meetings.*

**10. Future Meeting Topics**

- None at this time

**11. Adjournment**

Meeting adjourned at 8:04 PM