

## HOA BOD Meeting Minutes 05/18/2022

### 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:
  - Bill Gaffi, Linda McPherson
  - Alicia Liberty
  - Keith Coppenger
  - David Patterson
- Other Attendees:
  - Jeff Seymour (Executive Session)

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

The meeting minutes from the 05/04/2022 BOD meeting have been amended and need to be approved for the record.

- John made a motion to approve the amended 05/04/2022 BOD meeting minutes
- Peter seconded the motion
- The motion passed by unanimous vote
- ***The amended minutes from the 05/04/2022 BOD Meeting are approved***

The meeting minutes from the 05/09/22 BOD meeting need to be approved for the record.

- John made a motion to approve the 05/09/2022 BOD meeting minutes
- Peter seconded the motion
- The motion passed by unanimous vote
- ***The minutes from the 05/09/2022 BOD Meeting are approved***
- ***Peter to post approved meeting minutes to the neighborhood website***

### 3. Treasurer's Report

- **Financial Reports:**

John shared a project summary of the 2021 capital improvement projects funded via special assessment. The projects came in slightly under budget.

The current status of funding for the 2022 capital improvement projects was also shared. A \$2,500 special assessment (previously approved by the residents) for funding these projects is due in July.

- **Open Invoices:**

- None at this time

#### 4. Ongoing Business & Updates:

- **Lake Maintenance Contract and Improvement Projects**

The BOD will appoint a Lake 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.

- ***No update 05/18/22***

- **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.

- Keith discussed the bridge replacement with the county. It will require a permit.
- The ARC will be tasked with reviewing bridge designs for selecting the replacement. The ARC will be appointed following the 05/22/22 and 06/05/22 Owner Forum meetings.

- **Owner Forum Meeting**

The BOD plans to hold (2) Board Meetings that will feature an Owner Forum to allow for neighborhood residents to participate in Q&A with the BOD.

- The notice for the meetings has been sent to the neighborhood via the HOA website. Residents will be asked to take turns speaking and keep their comments to five minutes.

- **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

- No update at 05/18/2022 meeting

- **Clackamas County Code Violation Notice/Remediation Strategy**

The HOA has received a code violation notice related to the inlet road improvement work that occurred in 2021. Clackamas County has determined that fill was deposited in a Habitat Conservation Area. The County is requiring a remediation strategy be submitted, approved, and implemented in order to resolve the violation. At this time, the County has agreed to waive the fines associated with the violation so long as the HOA is actively

working on resolution. Per the 05/04/22 BOD meeting, Keith has been appointed as the main point of contact with the county in resolving this matter. Per the 05/09/22 BOD meeting, Bill Gaffi has been appointed to assist Keith with the County.

- Keith has not yet received a firm date at time for a meeting with the county. He is currently pursuing a meeting for some time between 05/18/22-5/25/22.
- The first meeting will be a review with the county to determine if a violation actually occurred.
- Keith to notify Parker Pacific of the meeting date and time once it is scheduled.

- **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 for Mid-June. The neighbors will be asked for input regarding a date at the Town Hall Meeting.

- No update at 05/18/2022 meeting

- **Front Gate Administration**

Superior Management has recommended the appointment of a front gate administrator to be the point of contact for issues related to the entry gate. The board and the administrator will need training for gate administration. The BOD will seek an appointee for an administrator at the Owner Forum meetings. John will draft an email with information about administration duties.

- No update at 05/18/2022 meeting

- **Backflow Testing**

Superior Management has notified the BOD that backflow testing will be required for HOA owned irrigation systems.

- No update at 05/18/2022 meeting

## 5. New Business

None at this time

## 6. Sub-Committee Actions/Recommendations:

None at this time

## 7. Executive Session - Lot 21 Easement Agreements & Lawsuit

- John made a motion to move to executive session for the BOD to meet with counsel
- Cody seconded the motion
- The motion passed unanimously
- ***The board moved to executive session at 6:30 PM***
- ***The board reconvened from executive session at 7:50 PM***
- Cody made a motion to approve a draft settlement agreement and easement agreements prepared by Jeff Seymour (HOA counsel), and instruct HOA counsel to send the documents to the Lot 21 counsel for review.
- John seconded the motion

- The motion passed by unanimous vote
- ***Cody will contact Jeff Seymour and notify him that the draft documents are approved and should be sent to Lot 21 counsel.***

**8. Next Meeting Date:**

Wednesday May 22, 2022 4:00 PM (Owner Forum)

*Peter to send out reminder notification. Official notification already sent for the below listed meetings:*

*05/25/2022, 6PM*

*06/01/2022, 6PM*

*06/05/2022, 4 PM (Owner Forum)*

*06/08/2022, 6PM*

**9. Future Meeting Topics**

- Lot 23 Easements/Vineyard
- Landslide at Inlet Access Road
- HOA Transfer Fee

**10. Adjournment**

Meeting adjourned at 7:52 PM