

HOA BOD Meeting Minutes 05/25/2022

1. Call to Order

- Meeting was called to order at 6:03 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

2. Review and Approval of Previous Meeting Minutes

The meeting minutes from the 05/18/22 BOD meeting need to be approved for the record.

- John made a motion to approve the 05/18/2022 BOD meeting minutes
- Peter seconded the motion
- The motion passed by unanimous vote
- ***The minutes from the 05/18/2022 BOD Meeting are approved***
- ***Peter to post approved meeting minutes to the neighborhood website***

3. Treasurer's Report

- **Financial Reports:**

An additional \$1,900 invoice has been discovered and allocated to the 2021 Capital Expenditure. There remains just under \$1,000 in unspent funds from the approved 2021 capital projects.

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 05/25/22***

- **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. 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.

- ***No update 05/25/22***

- **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 05/22/2022 meeting was held. Cody to produce meeting minutes and committee volunteers to date prior to Owner forum meeting.
- ***Front Gate Administration to be added to the agenda for the next meeting on 06/05/22.***
- ***The Social Committee volunteered to organize a 1 hour appetizer “pot luck” prior to the 06/05/22 Owner Forum.***

- **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 heads will be appointed by Peter following the 06/05/22 Owner Forum meeting. See minutes from 05/22/22 Owner Forum for a list of committee volunteers to date.

- **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.

- The county has notified the HOA that the code violation has been waived, no vegetation was stripped from the HCA, which is the limit of the county's jurisdiction on the matter.
- The county also informed the HOA that the Department of State Lands has been notified that fill has been placed in a designated wetland.
- ***The BOD needs to determine the course of action for resolving the issue with the ODSL.***

- **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 05/25/2022 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 05/25/2022 meeting

- **Backflow Testing**

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

- ***Peter to call and schedule backflow testing***

5. New Business

- **Superior Management Records Keeping Request**

Superior Management has sent a request for permission to shred documents that no longer need record keeping per Oregon Revised Statutes.

- ***Cody to email SPM and request that no documents are destroyed at this time.***

6. Committee Actions/Recommendations:

- **Architectural Review Committee**

John and Ginny wells have submitted a request for approval of paint colors for their home. Due to no committee being seated at this time, Peter and Cody to serve as interim committee.

- Cody made a motion to approve the proposed paint scheme
- Peter seconded the motion
- The motion passed by 2-0 vote (John abstained)

7. Executive Session - Lot 21 Easement Agreements & Lawsuit

- John made a motion to move to executive session for the BOD to meet with counsel
- Peter seconded the motion
- The motion passed unanimously
- ***The board moved to executive session at 6:53 PM***
- ***The board reconvened from executive session at 7:58 PM***
- No further action taken on this matter

8. Next Meeting Date:

Wednesday June 1, 2022 6:00 PM

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

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 7:59 PM