

HOA BOD Meeting Minutes 06/01/2022

1. Call to Order

- Meeting was called to order at 6:05 PM
- Board Attendees:
 - Peter Clark (President)-Present
 - John Wells (Treasurer)-Present
 - Cody Olson (Secretary)-Present
- Resident Observers in Attendance:
 - Bill Gaffi, Linda McPherson
 - Ginny Wells
 - Gary Myers
 - Keith Coppenger
 - David Patterson

2. Review and Approval of Previous Meeting Minutes

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

- John made a motion to approve the 05/22/2022 BOD meeting minutes
- Peter seconded the motion
- The motion passed by unanimous vote
- ***The minutes from the 05/22/2022 BOD Meeting are approved***

The meeting minutes from the 05/25/22 BOD meeting need to be approved for the record.

- John made a motion to approve the 05/25/2022 BOD meeting minutes
- Peter seconded the motion
- The motion passed by unanimous vote
- ***The minutes from the 05/25/2022 BOD Meeting are approved***

Peter to post approved meeting minutes to the neighborhood website

3. Treasurer's Report

- No update

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 06/01/22***
- **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.

- ***The plates will be rented from Parker Pacific for 3 months with a goal of having a permanent bridge replacement installed by August***
- ***Keith to notify Parker Pacific of the HOA's intent to rent plates***
- ***John to notify Superior to pay the rental invoices***

- **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 06/01/2022 meeting is tentatively scheduled to be held in person with a Zoom meeting as a back-up
- The pre-meeting potluck is cancelled due to weather

- **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 06/01/2022***

- **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 no code violation has occurred. The county has notified the Oregon Department of State Lands that a designated wetland has been infilled.

- Keith has proposed a plan of action to the board for review.
- ***The BOD needs to review the proposed plan of action and will discuss at the 06/08/22 board meeting.***

- **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 06/01/2022 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.

- ***Cody to email Amy Snow and Superior Management to inquire about administrator access to the gate website***

- **Backflow Testing**

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

- ***Keith to schedule backflow testing with A Better Backflow***

- **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.

- ***Superior has been notified not to destroy any records at this time***
- ***ITEM RESOLVED***

5. New Business

- **County Notice of Land Use Action on Neighboring Property**

Clackamas County has mailed the HOA a notice of land use action on a neighboring property on Garden Lane. The neighboring property is planning to rebuild an existing garage that is currently non-conforming to property set-back requirements.

- ***No action required by the board.***
- ***ITEM RESOLVED***

6. 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 discuss Lot 21 easement agreements
- Peter seconded the motion
- The motion passed unanimously
- ***The board moved to executive session at 6:25 PM***
- ***The board reconvened from executive session at 6:48 PM***
- John made a motion to consult with Damon Henrie (HOA and Real Estate Law Attorney) who was recommended to our HOA by Jason Grosz, to consider engaging Damon Henrie to independently represent the HOA in the matter concerning Lot 21.
- Peter seconded the motion
- The motion passed unanimously
- ***John to contact Damon Henrie to schedule a consultation appointment during executive session at a future board meeting.***

8. Executive Session – Lot 23 Easement Agreements

- Peter made a motion to move to executive session for the BOD to discuss Lot 23 easement agreements
- John seconded the motion
- The motion passed unanimously
- ***The board moved to executive session at 6:50 PM***
- ***The board reconvened from executive session at 7:22 PM***
- Peter made a motion for John to consult with Jason Grosz or Damon Henrie to seek advise on the process for proceeding in resolving Lot 23 easement questions amicably.
- Cody seconded the motion
- The motion passed unanimously
- ***John to contact Jason Grosz and/or Damon Henrie accordingly***

9. Next Meeting Date:

Sunday June 5, 2022 4:00 PM (Owner Forum)

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

06/08/2022, 6PM

06/15/2022, 6PM (Peter to send out notification)

06/22/2022, 6PM (Peter to send out notification)

10. Future Meeting Topics

- Landslide at Inlet Access Road
- HOA Transfer Fee
-John to email Superior and Jason Grosz regarding transfer fee process

11. Adjournment

Meeting adjourned at 7:28 PM