

## HOA BOD Meeting Minutes 05/09/2022

### 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 McPherson
  - Alicia Liberty
  - Keith Coppenger
  - David Patterson
  - Julie Allred
  - Gary Myers
- Other Attendees:
  - Gabe Winfrey (Lake Maintenance)

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

The meeting minutes from the 3/27/22 BOD meeting need to be approved for the record.

- John made a motion to approve the 03/27/2022 BOD meeting minutes
- Peter seconded the motion
- The motion passed by unanimous vote
- ***The minutes from the 03/27/2022 BOD Meeting are approved***

The meeting minutes from the 05/04/22 BOD meeting need to be approved for the record.

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

### 3. Treasurer's Report

- **Financial Reports:**

John reported that there was an error discovered in the April financial report. A correction to the error has been requested from Superior. Superior will show the correction on the May financial report. The board will add a review of the HOA financials once the May report is available.

A capital project summary from the 2021 improvement projects will be shared at the next meeting.

- **Open Invoices:**

The HOA has (3) open invoices to be paid:

Top Aquatic LLC	\$127.50	Lake Maintenance
Vial Fotheringham LLP	\$2,395.00	Legal Fees (3/14/22-04/01/22)
Vial Fotheringham LLP	\$2,263.16	Legal Fees (04/04/22-04/29/22)

- John made a motion to approve the payment of the open invoices

- Cody seconded the motion
- The motion passed by unanimous vote
- ***The open invoices are approved for payment***
- ***John to notify Superior to pay the invoices***

#### 4. Ongoing Business & Updates:

- **Lake Maintenance Contract and Improvement Projects**

Gabe presented a PowerPoint presentation regarding water quality in the lake and control plans for Phosphorous mitigation which helps control toxic algae blooms in the lake.

Gabe recommended exploration of the following investments related to managing the water quality in the lake:

- Dredging
- Sediment Treatment/Injection
- Fish Screen Enhancement

- ***The Lake Maintenance Committee will be tasked with reviewing lake maintenance projects and long-term water quality management. Committees to be assembled at the 05/22/22 Neighborhood Town Hall meeting.***
- ***A proposal for contract renewal was not discussed. This will be brought up at the next board meeting.***

- **HOA Legal Representation**

Per the 05/04/22 BOD meeting, the board has voted to retain Jason Grosz as general counsel for HOA matters. John Wells to contact Jason and inform him of the board's decision.

- ***John has informed Jason Grosz of the HOA's intent to retain his services as General Counsel. ITEM RESOLVED***

- **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.

- John has contacted Blake at Parker Pacific; he does not believe the old bridge is suitable to be re-installed
- Gary Myers was consulted and re-affirmed that the old bridge should be considered questionable in terms of suitability
- ***BOD to conduct further research on bridge replacement timeline so a cost analysis can be performed on plate rental vs. cost of temporary replacement***

- **Neighborhood Town Hall Meeting**

Per the 05/04/2022 BOD meeting, the board has tentatively scheduled a Neighborhood Town Hall meeting for 05/22/2022 at 4 PM

- **Per the bylaws, the required meeting notice must be sent out no later than 05/12/2022. Peter to send out the required notice electronically.**
- **John to produce an agenda and “Rules of Engagement” for the meeting**
- **The meeting will be held in person at the lake weather permitting. A zoom meeting will be the alternative plan if the weather does not cooperate.**

- **Committee Heads**

Per the 05/04/22 BOD meeting, a series of Committees and Task Forces will be established to aid the BOD is 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 05/09/2022 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.

- Keith has not yet received a firm date at time for a meeting with the county. A May 12<sup>th</sup> meeting is still the goal.
- Cody has contact Parker Pacific. Blake will attempt to be present at the initial meeting with the county to aid in resolving the matter and discussing potential remediation matters. Cody to provide Keith with Blake’s contact info so he can be contacted directly regarding the meeting schedule.
- Keith requested the appointment of Bill Gaffi to the task force to assist in resolving issues with the county
- Cody made a motion to approve appointment of Bill Gaffi.
- Peter seconded the motion
- The motion passed unanimously
- **The BOD has approved the appointment of Bill Gaffi to assist Keith in resolving the code violation with the county.**

- **HOA Zoom Subscription**

Per the 05/04/22 BOD meeting, the board has approved procuring an annual Zoom subscription for holding electronic meeting. John to obtain the subscription.

- **John has obtained the subscription and the BOD is set-up. ITEM RESOLVED**

- **PONO Reserve Study**

Per the 05/04/22 BOD Meeting, the PONO Reserve Study Proposal has been approved by the BOD. John Wells to contact PONO and Superior to initiate their services.

- **PONO/Superior have been notified that the HOA would like to move forward per the proposal. ITEM RESOLVED**

- **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 05/09/2022 meeting***

## 5. New Business

### **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 a Front Gate Administrator at the 05/22/2022 Town Hall Meeting.***
- ***John to draft an email to the residents with information related to front gate administration duties.***

### **Back-Flow Testing**

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

- ***Keith volunteered to discuss pricing with A Better Backflow and report back on costs to the BOD at the next meeting***

## 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 discuss potential easement and settlement agreements
- Peter seconded the motion
- ***The board moved to executive session at 7:34 PM***
- ***The board reconvened from executive session at 8:46 PM***
- John made a motion to appoint Peter to represent the BOD in discussions with the owner of Lot 21 regarding the following agreements:

Exhibit #1 Easement (Inlet Pipeline)  
Exhibit #2 Easement (Inlet Bridge Access)  
Settlement Agreement

- Peter seconded the motion

- The motion passed by unanimous vote
- ***Peter to engage in discussions regarding the listed agreements with a goal of draft review on 05/18/22.***
- ***The BOD will request an executive session with Jeff Seymour on 05/18/2022 to review the status of the matter.***

**8. Next Meeting Date:**

Wednesday May 18, 2022 6:00 PM.

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

*05/18/2022, 6PM*

*05/25/2022, 6PM*

*06/01/2022, 6PM*

*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 8:48 PM