

Type of Meeting: Monthly Session

Meeting Facilitator: Richard Simpson

In Attendance: Royce Chambers, Pam Edwards, Kaylea Jackson, Richard Simpson, Jason West

- Meeting minutes approved from the April 6th, 2022 meeting. Chambers motion to approve, West seconds. Unanimous approval.

HMR Requests

1. 809 Buck Point Solar Panels – approved by DRC

Discussion Items

- Member communication:
 - Request to address yard upkeep – HOA has the authority to develop written standards for maintenance that must be followed by all Owners. No such standards currently exist in our HOA documentation
 - HOA can speak to the owners and let them know whether their yards require better upkeep.
 - Edwards, Chambers, and West will do a walk through the neighborhood and make a list of yards that need to be addressed. West will coordinate the dates and times with Edwards and Chambers
 - If the state of a neighbor's yard or trees starts to impede with the sidewalks or neighboring properties – the DRC will address
 - DRC will talk about creating a set of written standards
 - Request to address motorized vehicles operated by unlicensed drivers – our CCRs cover obnoxious or offensive activity anywhere on the property. It does not give us authority over what happens in the roadways
 - Potential to include a note about safety and respect for neighbors in a newsletter with the next billing statement
 - West will talk to neighbor that filed the concern and let them know that they should contact CPPD, as this is outside of the HOA authority
 - Request to address evening motorcycle noise and reckless driving – our bylaws cover obnoxious or offensive activity anywhere on the property. It does not give us authority over what happens in the roadways

- Potential to include a note about safety and respect for neighbors in a newsletter with the next billing statement
 - West will talk to neighbor that filed the concern and let them know that they should contact CPPD, as this is outside of the HOA authority
 - Request to address concern about invasive plants affecting neighboring property – DRC will include a clause in the set of written standards that addresses invasive species. This addresses future issue, but at this time the HOA doesn't have anything written to address/enforce this issue
 - Chambers will speak to the neighbors with the bamboo to make sure they are aware that the problem exists
- Financial:
 - 2022 Budget Status – just waiting for cost of landscaping and tree replacement to finalize
 - Banking options –
 - West investigated US Bank and Rogue Credit Union. Business accounts available but auto pay is not an option for our type of business so manual pay would still be required
 - Rogue Credit Union has fewer fees, easier access, and visibility into our accounts that we don't have now
 - Board is not against changing banks, but would like to table this until we have our landscaper in place and we decide what we are doing about our book keeping contract
 - West will connect with Tammy Hastings to inactivate the autopay that is currently set up for Augusta Landscaping
 - Late fees – there is a document that outlines the process for penalties and late fees. West and Simpson will work to get this information to Tammy Hastings to ensure that these fees are being applied to past due accounts
- Landscape Maintenance
 - Three bids received
 - US Lawns – bid \$4450 per month
 - Baumgardners – bid \$3758 per month
 - Pacific Roots – bid \$2400 per month
 - References listed that we can investigate (including The Manor)
 - Simpson will check with references, and if they are deemed reliable then the board will likely choose to sign with Pacific Roots

- Simpson motions to extend contract to Pacific Roots if references confirm their reliability, Chambers seconds, unanimous approval
 - Tree replacement – best time to do this is in November
 - Board will develop a plan to replace 12 trees a year in the month of November
 - City of Central Point (Matt) will do a free evaluation of our trees when we're ready
 - Irrigation modifications to decrease water usage – There is a type of sprinkler head that uses less water.
 - Once we have our new landscaper and tree contracts in place, we will look at contracting replacing all sprinkler heads in the common spaces to lower water consumption
- New Business
 - Four new trees have been planted in the common spaces on Steamboat. This was not at the authority of the board. Homeowners are not allowed to plant in the common areas per the CCRs
 - May be able to start having board meetings at Twin Creeks retirement community beginning in June or July. Potential for a quarterly meeting at that location

Action Items required before June 1, 2022:

1. Edwards, Chambers, and West will do a walk through the neighborhood and make a list of yards that need to be addressed. Will also examine potential new trees on Steamboat and report back to board
2. West will follow up with neighbors who submitted noise concerns
3. Chambers will follow up with neighbors who have bamboo that has moved into neighboring yard
4. Edwards will follow up with neighbors who have tree that is impeding sidewalks
5. Simpson will follow up on Pacific Roots references and extend contract
6. West and Simpson will work on late fees with Tammy Hastings
7. West will address auto pay with current landscaper
8. Chambers will follow up on Twin Creeks retirement community availability for a quarterly meeting

Next Meeting:

June 1, 2022 at 6:30pm

Simpson to send agenda and meeting invite