

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 May 4th, 2022 meeting. Chambers motions to approve, Edwards seconds. Unanimous approval

#### HMR Requests

1. No new requests

#### Discussion Items

- Member communication:
  - Community letter
    - Review of community letter that will go out with the July 1<sup>st</sup> billing statement
  - Status of lawn inspections
    - A number of homes in the neighborhood identified as having yard maintenance concerns. West will finalize the review of all yards in the neighborhood and Simpson will draft formal letters to send to homeowners.
    - What are the requirements for undeveloped lots? Simpson to research
  - Twin Creeks Availability for future meetings
    - Covid-19 numbers in Jackson County are on the rise, so Twin Creeks has not made a decision on a date yet. Chambers to follow-up in a few weeks
- Financial:
  - 2022 budget
    - Review of projected budget for 2022
      - Discussion around how many lots in the HOA boundaries actually pay for HOA dues? Do homeowners that have dual lots pay one set of dues or two? Are dues owed on undeveloped lots? West to research
  - Check signing policy
    - Auto pay will not be used for our HOA vendors going forward. Board members will sign all checks (Simpson, Chambers, and West are signers)
  - Banking options

- Rogue Federal has fewer fees than other banking options. Tabling this discussion until next meeting. West to compile a list of pros for changing banks to discuss at next meeting
- Late fee findings
  - West continuing to monitor past due HOA
  - West will request a list of homeowners with past due fees and the board will follow the process for official follow-up at next meeting
- Landscape Maintenance
  - Contractor transition
    - Pacific Roots has started work. Looks like they're doing a thorough job
  - Meeting with City of Central Point Arborist
    - 9 trees that need to be replaced south of Twin Creeks Crossing
    - 3 (potentially a 4th) trees that need to be replaced north of Twin Creeks Crossing
    - November is the timeframe that we'd like to start replacing trees. Chambers will work with the city on a permit
      - City requires a root barrier 6ft wide and 18in deep. Also suggested updating irrigation around trees when they're replaced so they're watered from below which will help the roots grow deep rather than at surface level
    - Tree limbs need to be trimmed 8ft above the sidewalk (HOA trees and Homeowner trees). Limbs need to be trimmed 14ft above gutters
    - Ash and dogwood trees recommended for our area as replacements
    - Some trees in the common space have already been replaced by the City of Central Point at no cost to the HOA. Chambers will follow-up with CoCP to see what cost savings they can provide for the current trees that need replacing
- New Business
  - Trash Cans on Sandoz Alley. 4 homes that keep trash cans on the driveway at all times
    - Edwards will collect the addresses and will work with Simpson to send official communication

Action Items required before June 1, 2022:

1. Final review of yards by end of next week (West). Simpson will draft formal letters from the board to send to homeowners with yards that require attention once final review completed.
2. Simpson to research the status and maintenance requirements of undeveloped lots

*Jackson Oaks Neighborhood Association*  
*Executive Session 06/08/2022 6:30PM*

3. Chambers will continue to follow-up with Twin Creeks Retirement Community to see when they're ready to let us start holding our meetings in that space
4. West will research how many homeowners are paying dues, and what the rules are around dual lots and undeveloped lots
5. Income and expenses will be reviewed for 2022 budget and finalized budget will be posted on JONA website by 6/15/22 (Simpson)
6. West will compile a list of pros for changing banks and present at next meeting
7. West will request list of homeowners with past due fees and the board will follow the process for official follow-up at next meeting
8. Chambers will follow-up with CoCP to see what cost savings they can provide for the current trees that need replacing
9. Edwards will follow-up with the homeowners on Sandoz Alley regarding garbage can placement. Edwards and Simpson will draft the communication together

Next Meeting:

July 6, 2022 at 6:30pm

Simpson to send agenda and meeting invite