

Type of Meeting: Monthly Session

Meeting Facilitator: Richard Simpson

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

Absent: Jim Frost

- Meeting minutes approved from the August 3, 2022 meeting. Motion by Edwards to approve, second by Chambers, unanimously approved.

HMR Requests

1. 1023 Sandoz –
 - a. Arbor Vitae trees planted at 1023 Sandoz and have grown too large and are starting to die and encroach on neighboring home's fence. Edwards followed up on this issue and board will send a notice to the homeowners of 1021 Sandoz
2. 1126 Steamboat –
 - a. Gazebo over the hot tub. This has been approved by the DRC
 - i. Edwards will follow-up and verify that work is complete
3. 1114 Twin Creeks Crossing –
 - a. Work has been completed
4. 1118 Twin Creeks Crossing –
 - a. Work has been completed

Discussion Items

- Member Communication:
 - Member Letter Review
 - Letter reviewed and approved by the board and will be sent to neighborhood with the next mailing statement
- Financial:
 - Moving banking from Banner to Rogue Credit Union
 - Rogue Credit Union does not allow a business account to be opened with a PO Box as the address

- US Bank does not allow a business account to be opened with a PO Box as the address
- West following-up with People's Bank to see if they will accept the PO Box as the address
- August financial report reviewed
- Late fee follow-up
 - \$15 a quarter is charged as a late fee on past due accounts
- Landscape Maintenance:
 - Contractor work inspection
 - West will work with Pacific Roots to monitor the work they are doing in the common spaces monthly.
 - Current biggest issues are excessive weeds and edging is not being done
 - Irrigation Status (Improvements RFQ)
 - Has been sent out to several companies, no responses yet
 - Tree Removal RFQ
 - Reviewed and approved by board members to be sent out for bids
 - Chambers will follow-up with CoCP to see if we can utilize their contractor
 - Jackson will send Tree RFQ to Good Bloke Tree Care for review and potential bid
- New Business
 - Jim Frost has resigned his place on the JONA HOA Board
 - November board elections discussion
 - Simpson will send a letter with the October billing statements that will invite neighbors to nominate themselves for board elections. Plan to hold an election meeting at the park in November
 - Regular neighborhood inspections
 - Board will plan for regular inspection of the neighborhood to create more consistent enforcement
 - Edwards will walk the neighborhood every two weeks and report violations back to the board. Edwards will let the board know when she is not available to walk the neighborhood so another member can fill in
 - A fillable PDF will be created that each board member can use to note violations and then share back with the board to be sent out to the homeowner.
 - Simpson will create the fillable PDF for the board to use to note homeowner violations

- West will help manage follow-up timing after homeowner violation letters are sent
- Question – what would a property management company charge to help with enforcement of bylaws?
 - The board would like to explore this in the future, but will table until we are through the sprinkler and tree replacements
- HOA Common property has a drain on Rustler Peak that is clogged, and that section of the neighborhood is having trouble with water pooling
 - West will follow up with landscapers to clear the clogged drain
- Tree in front of 928 Buck Point that is constantly in standing water
 - West will follow up with landscapers to see what our options are

Action Items required before October 19, 2022:

1. Simpson will send out neighborhood CCR violation letters
2. Edwards will verify that approved work has been completed at 1126 Steamboat
3. Simpson will send member out with October statements
4. West will follow-up with People's Bank on potentially relocating JONA bank accounts
5. West will have regular follow-up with Landscapers to monitor quality of work and make sure issues are being addressed; current issues to be addressed are weeds and edging
6. Chambers will follow-up with CoCP to see if JONA can use their tree contractor
7. Jackson will send Tree RFQ to Good Bloke Tree Care for review and potential bid
8. Simpson will send a letter with the October billing statements that will invite neighbors to nominate themselves for board elections. Plan to hold an election meeting at the park in November
9. Edwards will walk the neighborhood every two weeks and report violations back to the board. Edwards will let the board know when she is not available to walk the neighborhood so another member can fill in
10. Simpson will create the fillable PDF for the board to use to note homeowner violations
11. West will help manage follow-up timing after homeowner violation letters are sent
12. West will follow up with landscapers to clear the HOA clogged drain on Rustler Peak
13. West will follow up with landscapers to see what our options are for tree in standing water in front of 928 Buck Point

Jackson Oaks Neighborhood Association
Executive Session 09/14/2022 6:30PM

Next Meeting:

October 19, 2022 at 6:30pm

Simpson to send agenda and meeting invite