

Jackson Oaks Neighborhood Common and Open Space Maintenance Association

JACKSON OAKS NEIGHBORHOOD ASSOCIATION

Meeting Minutes

Council Chambers – Central Point City Offices

Date: Wednesday, July 10, 2024 6:30pm – 9pm

1. **Call Meeting to Order:** President

2. **Welcome – Introductions:**

Roll Call: Shayne Joseph, Tim Chesley, Diane Vranes, Royce Chambers and Jason West

a) **Members Absent:** Brandon Snyder and Sandra Tegtman

b) **Quorum Present:** Yes

3. **Minutes:** **Review and approve minutes from Board Meeting, May 8, 2024:** Diane motioned to approve, Royce seconded motion. All approved.

4. **New Business:**

Shayne - Wanted to speak about an incident revolving around current CC&R's. A home owner recently lost a sale on their house due to following current CC&R's. Shayne wanted some feedback about the CC&R's from the board.

Tim - We need to identify what we can change and cannot change with the CC&R's, suggest he would reach out to David DeVilleneuve if he could offer any assistance.

Peter Brown - Brought concern about needing the 75% vote in favor from the HOA members.

Tim – Would like to engage the HOA members and get feedback about certain or all CC&R's.

Royce - New board starts in December. Explained that everyone's term will be expiring the same year and the President and Treasurer should be alternating years.

Diane - Will be stepping down. Will also need assistance with putting together the election package.

Shayne - Diane and Royce are to get the elections information ready and suggested that Bill Walton could be of assistance with the process.

5. **Reoccurring Reports:**

a) **Treasury Report:**

- Tim - Midyear Budget is at an increase of 51% vs prior. Expenses is at 42% vs prior. Administration is higher than budget due accounting firm setup and an issue with members contacting the firm at a charge of \$50.00.
- Tim - Suggested that only the treasurer should be making call to the accounting firm.
- Shayne - Agreed and supported Tim on the calling process.
- Tim - Landscaping Committee has saved the HOA roughly 40% by offering their time and service.
- Tim - Board needs to come to and agree with a reserve fund value.
- Diane - Question about office supplies budget.
- Tim - Made an error and the amount should be reduced.
- John Eaton - Suggested using a 3rd party reserve surveying company for guidance on a suitable reserve.
- Shayne - Understands that the current insurance does some work for reserve funds.
- Royce - Motion to approve Treasury report.
- Diane - Seconded the motion.
- b) DRC Committee Report:**
- Shayne - Asked if any request are pending.
- Diane - Stated that she believes Sandy has completed them.
- Jason - He verified she had and spoke with her about them.
- Shayne - We need to get confirmation and signed copies of all DRC request and approvals.
- Diane - Where are the signed request going to be store.
- Shayne - Would address this and come up with options.
- Tim - Stated that members must submit and failing to do so could have consequences on the owners or other members of the HOA or the HOA itself.
- John Eaton - City Compliance/Code could and should legally hold all households to compliance.
- Tim - Current one offs in the HOA are example of how the CC&Rs do not work in today's setting.
- Shayne - This is where its gets tricky, taking into consideration that some of what would not be considered compliant could have been approved by a previous board and how much can we request the changes with plans being approved.

Jason - Would think if documentation is available is there any grounds for demanding a change from approvals and at who expense.

Diane - Should we included the DRC process in a newsletter to inform or remind everyone of it?

Shayne - Agreed that would be a great start.

c) Landscape Committee Report:

Royce - Currently working with 3 meters, 66 valves, and 2800 nozzles. 2 months ago water test/evaluation was perform in our HOA. Results included valve 3 zone 12 dispensing 60gal a minute which indicated a leak. Using a ewing irrigation tool Royce and Peter found the damaged irrigation lines with an estimated water waste at 180gal a week for 2 years. Quadrant by bridge water concerns, tried reaching out to Moore with no response. Currently seeking a modular for the boxes on Buck Point and Gross Ridge to correct the area. Concern for the water box on 920 Buck Point was addressed and determined to be from homeowner watering causing to box to fill.

Board - Thanked everyone who was part of putting up the flags around the HOA during 4th of July week.

Royce - Asked if there is a standing contract for the landscapers.

Shayne - Shayne would send the 2023 contract with the 2024 amendment.

Tim - Asked Royce about the landscapers scheduled fertilizing and why it was not done.

Royce - Will follow up on this and updated schedule.

d) Collections Committee Report:

Jason - Covering past dues; Shayne had made contact with members who stated they would correct their dues, 3 members could not be reached and Jason made contact with a member who stated they would get their dues corrected.

Jason - Going from communication provided by Tim and Walsh. Walsh will handle the late fees and notices/invoicing for standard quarterly dues and late fees. They will included explanation with late dues issued. At a point they will notify the Board of any delinquency that the board will take action to secure our position for the financial obligation.

e) Communications Committee Report:

Tim - Nominated a new Welcoming Committee.

Diane - Motioned to approve.

Royce - Seconded the motion.

- Diane - Nominated and motioned for Eden Foster to chair the committee
- Royce - Seconded the motion.
- Board - Would be great to have a welcoming committee to welcome new members to our community and would be nice to use this committee to put together neighbor events to welcome everyone together as a committee.

6. Owner's Forum:

- Susan Brown - Renter at 1124 Grouse Ridge has trailer violation that needs to be dealt with. Not only a clear violation of CC&R's but a serious hazard for other motor vehicles but most importantly creating a very serious hazard for pedestrians especially kids.
- Royce - Will follow up this concern and get the resolve.
- John Eaton - Concerns with the \$5 dollar charge for invoices mailed with no explanation on how to set email with accounting firm. The tax form for 2023 is obscured on site. Would suggest anyone available to city council meeting on development changes late in the week.
- Shayne- With Tim would look into the \$5 dollar charge for the residence.
- Tim - We have a need to update the residences that have renters for HOA records and reach to the owners for clarity on CC&R's for their renters and have their information on file as well.

7. Adjournment to executive session: Not needed at this time.

8. Next Meeting: Wednesday, September 11, 2024. Council Chambers – Central Point City Offices.

9. Adjourn: Tim motioned to end meeting. Royce Second. All Approved.