

2/24/25 HOA Board Meeting Mins and AIs

HOA Board Meeting 2/24/25

Tami Minnick called meeting to order at 6:37pm____, we set up a remote meeting connection, so that any HOA Member could listen into the mtg. The call in link was posted two weeks in advance on the HOA Web Site. __0__ non Board Members joined the call.

Roll Call: Attendees: Tami Minnick, Chuck Baker, Eric Olsen, Nathan Kunasek, Dave Pattison, Jeff Behr, Jeremy Edwards

Old Business:

- Last mtg minutes were motioned for approval by Tami and seconded by Jeff

- **Review action items**
 - AI: Tami: Will send out the list for the owners and their lot number electronically. Tami will get the map together and send it out.
 - Tami has been updating the list of lots as they are sold / bought, this is not always easy b/c of private non advertised sales
 - Tami will update it and shoot it out to the Team, Excel file, after she cross checks it
 - *BY LAWS*: Action Items (AIs): BOD: Each committee needs to make a recommendation of changes of the BY Laws in their area of expertise at the next BOD mtg
 - The By Laws are on the Web Site

Link: [HOA Bylaws & Documents | Diamond Meadows \(dm1384.com\)](https://www.diamondmeadows.com/hoa-bylaws-and-documents)

- Committee Leads can solicitate additional help for their committees, should they need help from other HOA members

- Each committee will review their areas of responsibility of the By Laws and come back to the Board with recommendations. The appropriate votes will be done, whether it's the Board or the entire HOA to approve recommendations according to the By Laws
- These recommendations can be made at the Annual HOA Mtg and/or put out for electronic voting now that we have updated emails on almost all members
- Also put into the By Laws that we can do electronic voting to enable more HOA Members to participate
- Each recommendation will have a line item and be voted on for that specific line item
- HOA Management Company, Hub City Management, Tami has a copy of the contract
 - Hub City can ensure we are in compliant with HOA Oregon Laws and getting documents updated, \$125/hr
 - 8-10 hrs likely required
 - If we hire them for Accounting, they want \$975/mth, this is very high. Eric has all our payments on auto payment so the Board agreed not to hire them monthly, as it would raise the dues significantly and Eric and Tami have most of it automated now to reduce the overhead
 - We can hire them to just to an overview to ensure we have the right reports and compliant with state rules
 - AI: All if you have any changes you want reviewed with this company, send to Tami ASAP
- 7/29/24: AI: Tami: Send out the word document of the CCRs to the BOD members and Tami will consolidate them and we can discuss at the General HOA meeting in Sept. Jeff pull up old notes on which section each of chose a year ago.
 - Have your input by August 21st submitted to Tami, so it can be consolidated and aligned BEFORE the General HOA mtg
 - We will review all the changes after Tami meets with Hub City

Report of Officers:

- President: Tami: Nothing we haven't already covered
- Treasurer: Eric: Nothing we haven't already covered
- Secretary: Jeff: Nothing we haven't already covered

Report out of Committees:

Architecture committee:

AI: Nathan 7/29/24: Will create a draft for the CCRs that includes insurance requirements, for the Architectural Approval Form, for section 4.8.

- In regards to tree cutting required by Insurance Companies, some insurance companies require trees to be a certain distance from a house, this will have to be managed on a case by case basis if there is a conflict with the CCRs for tree removal
- Lot owners that are on the border of the Diamond Peaks received letters about the state creating 'shaded breaks', this summer.
- Doug Herring has not been getting approval from the Architectural Committee for the houses he's been building
 - Board can send Doug a letter before he builds another house, that this is a requirement of the HOA CCRs

Road Committee:

- Dave P motioned that we plow the road to the Well House, in FY26, include this in the next years quote. If snow is deeper than a foot deep, have it plowed so we can access for maintenance, snow was over 4 ft deep this year, Chuck seconded it.

Finance Committee:

- Collection of HOA Members who are in the rears.
 - How many HOA Members are still in the rears over a year? Only one member.
 - There are 10 past due for this year, ~\$20K outstanding, but most of its one member

- Invoices were sent out in November, through Quickbooks, a few might have went to junk mail, Eric will send out reminders, this was the first time using Quickbooks for payments so it's a new process, it will get better
- Tami verified payments are crediting as they should, goes into account under the HOA Member's name

Water Committee:

AI: Eric: Need a way to *report water consumption* to the State. Use meter at well head. We can take an overall reading and average it out. We can check it once a qtr and report it to the State through the Web Site. Could use BoxR to take the reading. Eric will ask if they provide a service for reading the meter bi annually. Take meter reading and water samples at the same time. Update: 7/30: Cannot get anyone at BoxR to answer the phone and voicemail is full, Tami will try as well.

Tami submitted the water usage numbers to the State.

- There is a meter on the well, need to confirm it's functioning properly and read it quarterly. Will need to do this during the summer when there is no snow. Chuck can take a picture of it after the snow is gone.
- Lot 7 is requesting to be get a water connection, 'hot tap' since there is no existing water box or valve existing. They intend to build in 2024.
- Open the water line with an excavator. AI: Chuck will reach out to Kenny to see if he can expose the pipe and buy the parts. Start with Lot 7, as they've paid. Need a plumber to do the hot tap. HOA may need to buy the hot tap kit. - completed
- Next year do all the remaining boxes, hot taps all at once to make it worth a contractors time .
 - Revisit this topic and align on a plan for summer 2025
 - Midway could to them all at once, we would need to get a quote for all of the remaining boxes
 - HOA owns the tool for the hot tapping (\$1200)

- Need excavating as well to dig ahead of Midway when we install the boxes
- AI: Tami Will create a consolidated map on which lots do not have water boxes, Less than a dozen do not have boxes.
- All the lower lots have water boxes and it's not right for a select few lots in the upper section that paid for water on their lot to not have water connections at their lot. The HOA needs to provide a water connection.
 - Homeowners are responsible for the connection from the box to their house and pay the \$600 for the back flow valve installation.
- AI: Dave :We do need to get the booster pump installed. Dave spoke to WaterWorks. Booster pump can provide more flow, but same pressure. 4/23/24: Table for now due to cost. Decision: 7/29/24: Wait till tank house is built, the BOD has enough on their plates right now.
- *Selling water to additional lots.* If additional lots are added, all members have to vote and approve. The fee is several \$Ks. Main line is on the North side of the gravel road. Haunted house side. Existing agreements cannot be changed, however; starting Jan 1, 2024, have to pay the water fee, the manual / document has to be changed to reflect the \$25k, any additional lots that are added, have to be part of the HOA.
- Need a meeting to align on cost for adding additional lots.
 - Need a Board, meeting to outline the specifics. Provide input to Tami, so she can outline the fees.
 - Road maintenance, fees. Address at next board meeting for lots on the gravel road
 - Decision: For lots on the pavement, the fee should be \$25K for water rights AND join the HOA, ie; lot 29. Chuck made a motion to proceed with this. Dave seconded it. Board members voted and all "Ayes". Need a hot tap as well. Include this lot in the hot taps.
 - AI: Tami: Need an amendment on the CCRs to change the water cost from \$9K to \$25k.
- Pump house construction - completed and working well

- AI: Chuck: Talk to the fire Chief. Hydrant testing. Discuss with the fire department and inquire if they do it.
 - Chuck talked to Brad and Brad stated he could do it, we just have to request it this summer.

New Business:

- Discuss letter from a specific HOA member
 - Board discussed the letter, Board agreed we need to move fwd, we can't change all the decisions that were made before this Board came into session, there are too many other things that are higher priority
 - AI: Tami will discuss with Hub City Management that we need to have the gravel / water status documented and what's the proper way to do this, that meets HOA Oregon State rules
 - We do need folks on the gravel road as part of the HOA to ensure we have a clean and presentable neighborhood that is congruent with the rest of the development
- Detached garage / Shop size limitation
 - County rules are different than our HOA rules
 - CCRs are more restrictive than the County
 - Need to spell out the siding material / options / size
 - Currently cannot be larger than the foot print of the house, so a two story 1400 sq ft house might only be allowed a 700 or 800 sq ft out building
- AI: Chuck: Bring a proposal to the Board for review on a recommended shop / out building size that will provide the smaller homes a little less restrictive limit in size

Next BOD mtg:

- Tuesday May 27th 6:30pm
 - Go over CCRs, doc changes
 - Set the date for the HOA Annual mtg

Closing:

Call to adjourn the meeting by __Tami at 8 :17pm__ Seconded by __Eric ____

Board Contact Information:

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