

2/4/26 HOA Board Meeting Mins and Action Items

Tami Minnick called meeting to order at 6:03pm.

Roll Call: Attendees: Tami Minnick, Chuck Baker, Jonas Champion, Jeff Behr, Dave Pattison, ~~Jeremy Still~~, Nathan Kunasek

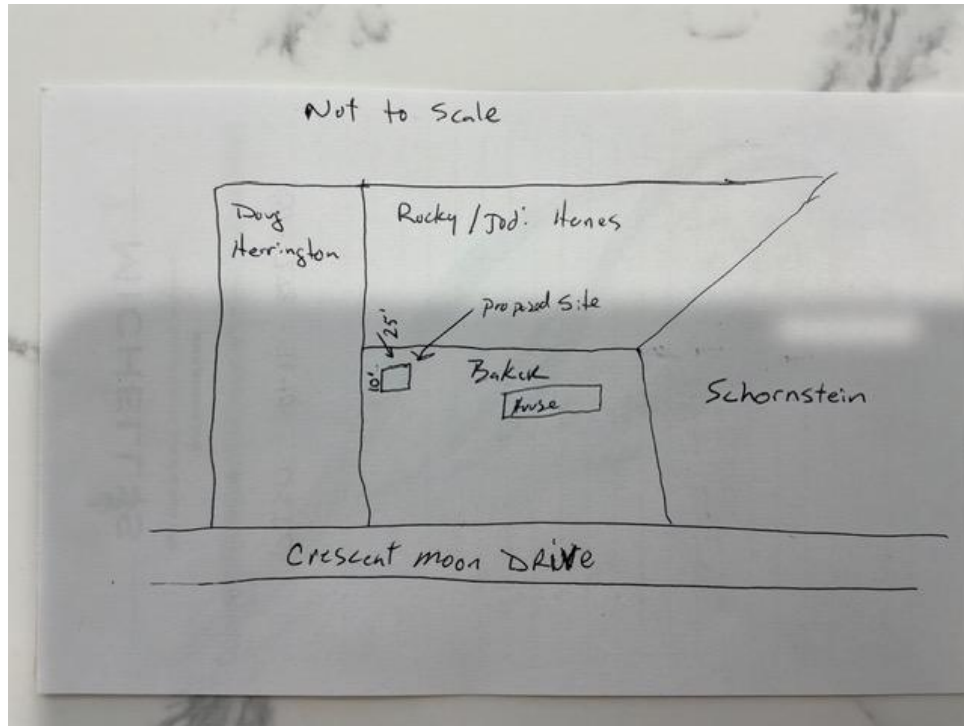
- Last mtg minutes were motioned for approval by Chuck and seconded by Dave.

New Business:

- New Board Members have been voted in, need to assign roles
 - **AI: Tami** Reach out to Rocky Hanes to see if he is interested in a Board position. We did not have anyone interested in being President.
- Board nominated Tami for Treasurer and Jeff to remain as Secretary. They both accepted.
- Board discussed options to deal with board fatigue.
- **AI: Jeff** Reach out to Tammy Gustin and see who their HOA uses.
- Tami and Jeff will discuss with the other HOAs and see what the fees are and what services are provided.
 - We may need to look at having a professional company run the HOA processes b/c we cannot get member participation.

Fire and brush removal

- Fire suppression / tree and brush clearing expert.
 - Tami had Michael Murphy join the mtg
 - Forestry dept
 - Walker Range – will do a bid Package later this year
 - Owners have to contact Echo to participate
 - Owners cannot clear it themselves to get grant money
 - They clear dead trees, limbing, brush, chip and shred
 - Walker Range has a Spacing prescription to follow
 - **AI: Jeff** Send message out to HOA members to contact Echo and inquire about program.
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- Variance request from Aaron Baker on set back



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- **AI: Nathan:** review the CCRs to find variance clause and email to members of the Board. Board will align on variance or not for Aaron.
- **AI: Jeff:** Pedestrian and Equestrian Easement, has anyone ran into this? Jeff tell Devin to talk to the county.- Done, called Devin on 2/5/26 and told him the Board would support the removal of the easement, if the County required our Board to do so.

Old Business:

- **Lot Numbers:** AI (action item): Tami: Will send out the list of the owners and their lot number electronically.
 - 10/7/25: Tami is updating the Excel file and will distribute.
 - 1/15/26: Quickbooks has been updated and will transfer to the map. 76 lots. (56 members)
- **BY LAWS:** Action Item: All BOD members: Send recommended changes to Tami.
 - The By Laws are on the Web Site located here:
 - Link: [HOA Bylaws & Documents | Diamond Meadows \(dm1384.com\)](https://www.diamondmeadows.com/hoa-bylaws)
- Each recommendation will have a line item and be voted on for that specific line item

- Need to get these out to the HOA Members, after the new 2026 Board of Directors is elected. Tami has list from previous Board.
- Tami to send to them to Hub City for review to ensure they abide by HOA Oregon Law.
- **HOA Management Company, Hub City Management**
 - After voting and approval, Hub City will make the modifications and file with Klamath County

Report of Officers:

- President: TBD:
- Treasurer: Tami:
 - Invoices went out, some past ones were wrong and had to be corrected.
- Secretary :Jeff: Nothing beyond what has been discussed.

Report out of Committees:

Architecture committee:

- Owners of lot on Emerald Meadows have built a shop that does not meet CCRs, owners have stated this is a temporary building to store building materials during construction. Need clarification on how long the building will be in place and if siding should be corrected to meet CCRs. Nathan is working with the Owners.
 - 2/4 update: Nathan was told that the building was red tagged by the County.
 - Al: Nathan will work with Tonya to send out a letter that the building must be modified to come into compliance.
- A couple HOA Members has not been getting approval from the Architectural Committee for the houses been building/ The CCRs must be followed.
 - Al: Jeff can send letter to all HOA Members, before they build house, that this is a requirement of the HOA CCRs. - DONE

Road Committee:

- No new business

Finance Committee:

- Did payment get made to Wayne, from Blinkmedia? Webmaster. Yes – Tami sent the payment.
- Collection of HOA Members who are in the rears.
 - Need to turn it over to collections, leverage the same Attorney that the lower HOA Emerald Meadows used.
 - They have an accounts receivable person that manage the process
 - **AI: Board:** Send notice to HOA Member that are two years past, if not paid by Feb 1st, 2026, it will be turned over to Attorney for collections.
 - Legal Council:
 - They called back 10/17/25
 - In 2021 Bruce did some work for us
 - Process:
 - **AI: Jeff:** call them after we get the new Board in place
 - Matti, is his collections person
 - Once we have the Board established, call Matti and she will set up a zoom mtg with the Board Members and discuss next steps
 - We need to have totals of who's behind and how much and how long
 - Approx. 15 have not paid previous dues, ~\$22K.
 - Our HOA dues are low and funds are low and we cannot afford to have this many accounts in the arrears.
 - New 2026 Dues invoices went our Dec 31st, due by Feb 1st, 2026
 - Need mail checked on the mountain before sending out the late notices.
 - **AI: Tami:** Send reminders out to the folks who haven't paid
 - **AI: Jeff:** Set Lawyer mtg first week in March if possible.
 - **AI:Tami:** will send out reminders, 2025 notices , it was the first time using Quickbooks for payments so it's a new process, it will get better
 - There is still \$21K outstanding, need to follow up directly with the Members who have not paid. Some folks had the Quick books invoice go to their Junk Mail, so they missed it and didn't realize it
 - **AI: Tami:** Will contact the individuals who are overdue. Download and send out via HOA DM email account.

- Eric has some additional items to get to Tami and is up at his new place frequently and will connect with Tami.

Water Committee:

- Tami spoke with the State Water Rights Division, 51705.3 gallons per day can be pulled from the well. That's over 600 gallons per day / per house, so more than adequate.
 - However; we have permit that expires in 2026 from Klamath County. There is a list of action items that the HOA has to complete prior to the permit expiration date.
 - Need a certified examination by a certified examiner.
 - **AI: Tami** Send out copy of the To Do list. -Done
 - There is a list of things that have to be completed before Nov
 - Water Management and conservation Plan would have to be done to keep this permit
 - Main meter readings have to be submitted
 - Other HOAs use the exemption, 15000 day / use is the exemption
 - We can do an extension if we do this:
 - March 2026, pump person, license, do a static measure and turn it into the state
 - We would have to install meters at all lots and submit this usage and charging people for usage, this is not feasible on the mountain and we are not built out, so we don't even have the data to submit to the state.
 - State has passed the law, but have not created the rules and how it will be implemented. Bryce joined the Board Mtg real time to explain what we would have to do. Getting a conservation management plan accepted by the State is a big deal and cost \$1000s.
 - **AI: Chuck** Get a static level reading from a licensed pump person and get it turned into the State. 2/5: Chuck talked to Rainbow pump and they will do it in March. Exact date will be coordinated by Chuck.
 - Hire Bryce to get an extension. 2/5: Bryce called Chuck back and said we can file for an extension, but cannot do it until November.
 - **AI: Tami** will submit the readings to the state.

- **AI: Eric:** Pay the annual water fee and update the email and address for the Secretary of State so it doesn't go to Chuck and goes to the HOA - [was this completed?](#)
- Need to install remaining water boxes, do hot taps all at once to make it worth a contractors time
 - Midway could to them all at once, we would need to get a quote for all of the remaining boxes
 - Need to summarize total number of boxes/lots so we can get a bid from Midway Plumbing and Kenny
 - **AI: Chuck:** Can identify the lots. Tami will provide the map and request a bid. – [Future Project in Spring26](#)
- **AI: Dave:** We do need to get the booster pump installed. Dave spoke to WaterWorks. Booster pump can provide more flow, but same pressure. Decision: 7/29/24: Wait till tank house is built, the BOD has enough on their plates right now. – [Dave will look at the electrical required for booster pump.](#)
 - Need more volume, possibly variable speed drive pump to compensate
- **AI: Dave:** Call the pump guy back, out of LaPine. Need to confirm electrical requirements to ensure electrical circuit is sufficient. Need quote. [Chuck got the quote, need to run conduit from panel to where the pump will be located.](#) [Axis Electrical is an option for the wiring.](#) [Delay till Spring26.](#)
- *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, 2026, 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. [Remove the development fee. It's an old fee that is no longer applicable.](#)
- **AI: Tami:** Need an amendment on the CCRs to change the water cost from \$9K to \$25k.
- **Backflow valves failed – 4**
 - [Who is responsible for getting these fixed or replaced?](#)
 - **AI: Chuck** request a quote. Other HOA also had 20% fail this year
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Next BOD mtg:

- **At Jeff:** Coordinate a time with Board for March.

Closing:

Call to adjourn the meeting by _Chuck, seconded by Dave 8:01pm_____

Board Contact Information:

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| Dave Pattison | 541 979-5139 |
| Jeff Behr | 541 740 2449 |
| Chuck Baker | 541 640-2419 |
| Tami Minnick | 541 936-4571 |
| Jeremy Still | 541 908-6095 |
| Jonas Champion | 541 223-2743 |
| Nathan Kunasek | 541 228-6227 |