

Thursday, June 8, 2023  
5:49 PM

## HOA Board Meeting 6/8/23

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Tami Minnick called meeting to order at 6:30pm and set up a remote meeting connection so that any HOA Member could listen into the mtg.

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

### Old Business:

- Request was made to make changes to the minutes of the 1/19/23 first meeting of the new Board of Directors. Since that was the first meeting and Board positions were not appointed yet, the meeting should be titled, "Organizational HOA Mtg".
  - Secretary made the changes and posted the minutes on the Web Site.
- Request: Fix Jeremy's last name under the Architecture Committee - Done
- Change the website back to Dave Pattison as Vice President - Done
  - Per Article 5.1 Designation: BOD can appoint any such other officer as in their judgement is necessary.
    - There was a complaint from a HOA Member that we couldn't have more than 3 principal officers. The complaint is not valid per article 5.1
- Tami made motion to accept the mins with the corrections, Jeff seconded the motion to accept the previous mins with the above changes.

### Report of Officers:

- President: Tami: Commented that further follow up is needed for the Water Tank Lot.
- Treasurer: Eric: Changed Well Fargo so that Chuck and Eric can have Debit Card, Eric has the Checkbook.
- Secretary: Jeff: Reported that there was a concern on some owners removing too many trees and basically clear cutting their lots.

**Action Items (AIs): BOD:** Needs to investigate how many trees can be removed for building. Board needs to clarify what the rules are.

- Can include the rules from the Architecture committee. This will be presented at the Annual HOA later this year. Carry fwd as an Agenda item for the next BOD's meeting in July.
- Each committee needs to make a recommendation of changes of the BY Laws in their area of expertise at the next BOD mtg.
- These recommendations can be made at the Annual HOA Mtg and put out for electronic voting. 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.

### **Report out of Committees:**

#### Architecture committee:

- A house color was submitted and it was Navy Blue. Per the HOA covenants, it has to match surrounding natural colors. Nathan will respond to the submission with guidance.
- Tami: Shared architectural prints for a garage construction, on their property. Plans include a metal roof and wood siding, matching their house. The design was approved by the Architecture Committee. Tami will submit the form.
- Need to change architecture section to say no Conex boxes that are visible with no exterior siding. The architecture committee will make a proposal.

#### Road Committee:

- Last year we voted to increase the dues by \$150 to cover road repair based on a road proposal and analysis. To do a seal on the entire road, like the other HOAs, not just patching cracks. Most of the members have paid this fee. The proposal from the Road Committee will come back to the Annual mtg with a proposal to sort out the finances and get the road repaired, the Road Committee will try and get it done this year. **AI: Jeff:** Will contact the Road Contractor that gave us the bid last year and check their availability and get an updated quote.

#### Finance Committee:

- Eric and Tami will create a budget. Also align on the funding required for the Road Repair. Look at the amount collected from the increase in HOA fees last year, as well as the amount of money in the general fund.
- Tami made a motion: Have the financial books audited. To make sure that we have a clean start for the new BOD. Finance will spend the funds to hire an Accountant to do the audit. Jeff seconded the motion.
- Tami made a motion: to have the HOA dues go out at a later date. Go out in Sept, not in July. So we can have a budget at the Annual mtg and inform all members where the money is going and what the current financial situation is. Eric seconded the motion.
- All members voted Aye. No nays.

#### Water Committee:

- Hook up fee is wrong on the Web Site. It says \$500 and should state \$600. **AI: Jeff Behr** will update the Web Site. -DONE. Chuck needs to buy two backflow valves for folks that are building and paying the fee.
- Person connecting to the water line has to pay the fee to connect to the water line, if there is no water box present. The HOA will recommend a company that does this work in the DP Sub Division out of Bend. Bend Backflow The HOA pays for the valve box and backflow valve, not the tie into the water line. This needs to be clarified on the By Laws and the Web Site. **AI: Jeff:** Correct the Web Site. - DONE.

- Chuck is resigning from doing water reading and sampling. Water reading has to be done every month. This is a new requirement and driven by the additional water rights. Chuck will still be available for emergency water repairs. Motion: **AI: Chuck** share the letters from the State that mentions this new requirement with the BODs. **AI: Dave P**: Find a Company that can do this sampling. We should use the same company that Emerald Meadows uses. (BoxR). We made need to upgrade the meter at the well head, so it can be read during the winter. It's snowed in several months of the year and is not accessible.
- Pumphouse at the water tank: Needs insulation and the booster pump installed. Dave P: Made a motion to have a pump company come in and do it and the HOA pay for. Tami seconded the motion.
- **AI: Nathan, Dave P**: Will meet with Chuck July 1st and learn about the water system, Saturday. So it's not all on Chuck all the time and we spread his knowledge of the system.
- **AI: Dave** : Water committee will come back to the BOD with a proposal on how to manage the back flow valves, timing of testing and access for testing. This process should be documented and available to the HOA Members.
- Water and Finance Committee: Two lots on the gravel road need to be documented with Klamath County and get the Finances trued up. **AI: Tami** will look up the documentation and bring it to the next BOD mtg.
- **AI: Tami**: Email the list of all the lot owners and their lot number to the BODs.
- **AI: Tami**: Scan the existing By Laws, so we can get it into a Word Document, so we start making DRAFT of proposed changes for the next revision. These proposals will have to go out for vote by the HOA Members for approval or denial. Any approved proposals will be registered with Klamath County after Legal review.

**New Business:**

- Review guidelines on constructing sheds on property at next meeting.

**Next BOD mtg:** Thursday July 13th, Behr's house, 6:30pm.

- Jeff made the motion to adjourn the mtg at 8:13pm, motion seconded by Dave Pattison