



**Meadows at Timberhill  
Homeowners Association  
PO Box 805  
Albany, OR 97321**

Minutes of Thursday July 24, 2025 Board meeting

**Meeting called to order** at 7:03 p.m. PDT. **Present:** President Johnny Chen, Treasurer Maggie Wang, Secretary Ike Ghozeil, Charlotte Fleming and Sherrie Tate of Fleming Properties LLC (FPL), and owners Christy Fitch, Robert Neary, Tamina Toray and one owner who requested anonymity for the purpose of these minutes. Meeting was conducted via Zoom.

**Open Forum:** New owner praised Sherrie and Johnny for their help in getting acquainted with the development. Tamina reported that one owner complained about the Slow Down/Children at Play warning signs recently put in place. Some drivers are still speeding in the complex.

**Housekeeping and Report Items:**

1. Minutes from the Board meeting of June 26, 2025 – Ike
  - a. Minutes were approved
2. Treasurer's report - Maggie
  - a. Maggie stated that financial report looked good
  - b. The \$50K CD with Umpqua Bank was renewed for 13 months at the rate of 3.25% - Next renewal window will be in late July 2026
  - c. Treasurer's report was approved
3. Wildfire preparation and prevention
  - a. Joint letter from Timberhill HOAs was signed and sent to the City – Stated wildfire hazard concerns
  - b. FPL contacted the City, which opened a ticket to determine if it is responsible for vegetation removal on its property near Morning Glory Drive
  - c. Tamina will provide website link for owners to contact the City about the wildfire hazard
  - d. From previous meeting minutes: We may need to contact City Attorney's office if no action taken after requests
  - e. Robert noted that bark dust is flammable – Future Board discussion required
4. ARC requests – None at this time
5. Committee reports – None at this time
6. Report from Fleming Properties LLC (FPL)
  - a. Status of delinquent accounts
    - One delinquent account is on a payment plan and on track to become current
  - b. Landscaping
    - Mowing company has complained that some units are watering on Tuesdays, which are days that mowing takes place – Prevents mowing because lawns are too wet
    - FPL will ask our handy man to contact occupants to offer to set up their sprinkler system timer and to remedy any sprinkler head issues
  - c. Roofing
    - Dryer venting issues due to reroofing are more complicated than originally envisioned
    - Robert will write a draft letter for Board review
      - Will explain to owners the process needed to fix this problem through Stutzman

- d. Gutters/eaves
  - FPL will obtain bids for gutter cleaning, proper gutter connections and cost of leaf-guard installation
- e. Painting status
  - Completed painting of first of five buildings to be painted this year
  - Second building to be painted needs significant repairs exceeding the \$2,000 limit that can be done without Board approval
    - Approved doing this higher-cost work, pending contractor's providing pictures of damage before doing the work
- f. Light fixtures
  - Installation is rescheduled for August 2 – Affected units' occupants will be notified
- g. Expected completion of financial review is August of this year
- h. Board will begin the 2026 budget process in September
  - Will identify which buildings need painting in 2026 – FPL will send painting map to the Board and to Robert
  - Future financial reports will break out how monthly assessments are distributed, starting in January 2026
- 7. Liability insurance
  - a. Second payment for 2025 was made in July – Payments are made semi-annually
- 8. Other items
  - a. FPL has received the Umpqua-provided check scanner for timely check deposits and is nearly done with training in its use – Rental cost is \$20 per month
  - b. Vegetation removal along Required Fence was discussed as noted above – City is supposed to cut down vegetation along its side of the fence
- 9. General announcements and items for the record – None at this time

**Discussion and Decision Items:**

- 1. Owners will receive letter explaining process for dealing with the venting issues due to reroofing deficiencies – See action items
- 2. Next meeting will be on Wednesday August 27, 2025 at 7:00 p.m. PDT via Zoom link to be provided by email and on HOA website

**Action Items:**

- 1. Tamina will provide website link for owners to contact the City about the wildfire hazard
- 2. Board will discuss potential fire hazard associated with use of bark dust
- 3. Robert will draft letter to owners explaining process for correcting roof venting issues
- 4. FPL will do the following:
  - a. Work with handy man to address lawn watering on Tuesdays
  - b. Provide Board with pictures showing needed repairs for second building to be painted this year so repairs and painting can proceed
  - c. Get bids for gutter cleaning, proper gutter connections and cost of leaf-guard installation
  - d. Send painting map to the Board and to Robert

**Date and time of next meeting:** Wednesday August 27, 2025 at 7:00 p.m. PDT via Zoom link to be provided by email and on HOA website

**Adjournment** was at 8:02 p.m. PDT  
Respectfully submitted, Ike Ghozeil, Secretary