

# The Meadows at Timberhill Owner's Association

August 13, 2012

Sign in, Call to Order - Welcome (12:15 PM)

**Present:** President Brian B Egan, Secretary Robert Neary and Kurt Powell of Willamette Community Management. Treasurer, Ken Gibb, was unable to attend.

Open Forum: – (Homeowners raise concerns to the Board; Target: ½ hour max)

1. No issues discussed.

Housekeeping and Report Items:

1. Approve Minutes from the Board meeting on June 26, 2012. – Robert
  - a. The minutes were **approved**.
2. Treasurer's Report – Ken
  - a. Ken was not present. Kurt reported that all balances were within expectations.
3. ARC Review committee – WCM
  - a. The planting of blueberry bushes at 3181 NW Morning Glory had been previously approved via e-mail.
4. Report from Willamette Community Management (WCM)
  - a. Delinquent accounts – Kurt reported that the V-F Law Firm has contacted the remaining tenants to begin the process of assigning the rental income. Robert will attempt to make personal contact with these tenants to explain the process. Other delinquencies are currently few and minor.
  - b. Renaissance Roofing is completing their inspection on schedule and costs are coming in under budget. They are finding improperly flashed roof vents, missing diverters and other minor problems which they are addressing.
  - c. Winter kill plant replacement – This has been completed.
  - d. Individual properties are not being irrigated and the lawns are drying up. WCM is authorized to manually turn on irrigation and bill the owners for this service.

Discussion and Decision Items:

1. Trash container non-compliance, 3110 NW Morning Glory – The owner has received notification of the board's intention to levy fines for non-compliance. Kurt reported the owner/resident is now complying with the requirement. The Board therefore voted to not levy fines at this time.
2. Trash container non-compliance, other owners. – WCM will notify these owners that they are in non-compliance. If there is no response, the Board will notify the owners of intent to levy fines at the next board meeting.
3. Sheetrock repair, mold removal, 3111 Shooting Star. – A **motion** was made accept the owner's offer to pay for half of the remediation costs. The motion was **approved**.

4. Annual letter to owners; state of the development. – The Board approved the proposed letter drafted by Robert with minor revisions. The letter will be sent to all owners via US Mail.
5. HOA's response to repair requests generated by home inspections during property sales. – Some home inspections ordered by prospective purchasers have identified exterior maintenance faults. The question is whether the Association should feel compelled to address issues regarding individual units or address the issues as they occur throughout the entire development. Unless the situation involves immediate issues which may result in damage or threatening to the building integrity, the Association will respond to such requests identifying those issues which are already being addressed in the development's overall maintenance schedule.
6. Irrigation timer management/replacement. – Irrigation timers are located inside each individual unit and are deemed the responsibility of individual owners. The Association would prefer to have the irrigation timers accessible to the management and control of the Association. The Board has previously sought bids to this effect but has not acted due to costs. The Board, through WCM and its contractors, desires to reassess the feasibility of re-engineering the irrigation timer control system. Findings will be discussed at future Board meetings.
7. Budget shortfall due to increased repair issues/preliminary budget discussion for 2013. – Tabled until the next Board meeting.
8. Foundation vent well and grading work. – A **motion** was made to accept the bid by Armor to excavate, grade and install foundation vent wells throughout the development. The motion was **approved**.
9. The next board meeting will be the annual "walkthrough" inspection of the development. Anyone wishing to participate; the board will meet on Monday, September 17<sup>th</sup> at the Gibbs residence; 2789 NW Daylily. The next board meeting is scheduled for Monday, October 8<sup>th</sup>, 2012 at 1:00 PM at the Starbucks in the Timberhill shopping center.

Respectfully submitted,  
Robert Neary, Secretary.