

# The Meadows at Timberhill Owners' Association

Minutes of August 24, 2021

**Present:** President and Treasurer Robert Neary, Secretary Ike Ghozeil, Kurt Powell and Jon Eick of Willamette Community Management (WCM), and owners Chin Le, Marianne Lee and Tamina Toray. Meeting was conducted via Zoom, in keeping with COVID-19 pandemic precautions and guidelines. Meeting started at 1:00 p.m. PDT.

Open Forum: No items brought up

## Housekeeping and Report Items:

1. Approve Minutes from the Board meeting on May 11, 2021 – Ike
  - a. Minutes were approved
2. Approve Treasurer's report – Robert
  - a. Treasurer's report was approved
  - b. We are seeking an additional Board member to take on the Treasurer position
3. ARC requests – None
4. Committee reports – None
5. Report from Willamette Community Management – Kurt
  - a. General financials – HOA is over budget by about \$7K due to increased costs
  - b. Status of assessment delinquencies
    - There is one major delinquency at this time
  - c. Explained the accounts receivable entry
    - It reflects the prepaid assessment amounts
  - d. Status of maintenance by ARMOR
    - Ongoing repair of damage due to water pooling near gutter drains
    - Robert asked if we can replace wood parts with composite ones as part of repair because they are more durable
    - Estimated cost of repair is in the \$10K to \$15K range
  - e. We have \$180K in reserves, with \$80K planned for remaining roofing work
  - f. Discussed the remaining painting work and its funding
  - g. Discussed possible increase in assessment vs a limited-time special assessment – decision on this matter will be made at the next meeting, which will focus on budgeting
    - Marianne asked about remaining big-ticket items after roofing and painting – Kurt: only gutters, which are in good shape; otherwise smaller expenses
    - We may end up lowering the assessments, after the big-ticket items are taken care of
  - h. Records retention guidelines were discussed
  - i. Status of annual Financial Review – Kurt: this is expected shortly
  - j. Status of Reserve Study – Completed, to be discussed at the next meeting
  - k. Discussed the city's plan for water rationing should this become necessary
    - City would contact Kurt/WCM and he would then inform the owners
  - l. Tamina reported on the meeting she attended regarding emergency evacuation plans in case of natural disaster, especially a wildfire
    - No specific recommendations
    - The siding on our buildings is a good fire retardant
    - A concern is the bark on the ground near several buildings, as it is combustible
  - m. Observation: Smoke detectors in our townhouses are usually in the bedrooms, but per

modern standards it is preferable that they be in the hallways

- Should the Board inform the owners of this preference?
- It would recommend that each owner purchase and install one or more detectors

n. Ongoing irrigation issues

- Kurt takes care of them as they come up
- No outstanding issues at this time
- Marianne suggested we add a note at the bottom of the monthly assessment statements to remind owners that recommended watering times are between 8:00 p.m. and 8:00 a.m.

Discussion and Decision Items:

1. Board requested that WCM file a formal lien against the property with a major assessment delinquency
2. Board requested that WCM identify owners in a more specific way in delinquencies list, to eliminate name confusion
3. Discussion/acceptance of records retention resolution: Approved as submitted and will be implemented
4. Decision on ARMOR maintenance report: Board approved proceeding with the completion of repairs, to be paid in part out of reserve funds
5. Decision on roofing: Board approved proceeding with next phase of roofing, to be paid in part out of reserve funds
6. Decision on building painting: Board decided to postpone this work until next year due to lack of funding
7. Kurt completed a study of our reserves and how we plan to replenish them – will be discussed at the next meeting
8. Discussion/action on development appearance enforcement – Discussed monitoring of unused/abandoned cars on Foxtail Road, which is the HOA's responsibility, and what should be done about them, but no final decision made
9. Robert is rehosting our website
10. Next meeting will be on October ~~19~~ revised to the 20<sup>th</sup>, 2021, at 1:00 p.m. PDT, with location TBD

Adjournment at 2:59 p.m. PDT

Respectfully submitted, Ike Ghozeil, Secretary