

# **Barrington Heights Association of Homeowners**

Board of Directors Meeting

Minutes – November 6, 2019

**Location:** West Linn Adult Community Center  
1180 Rosemont Rd, West Linn, OR 97068

**Board Members Present:** Jere McLaurin, Robert Jester, Richard Freeman, Clint Weiler and Grace Cargni.

**Board Members Absent:** None

**Management Representative:** Madison Castillo, Senior Community Association Manager

## **Call to Order:**

The meeting was called to order at 6:06 p.m. by Board President, Jere McLaurin.

## **Approval of September Meeting Minutes**

It was motioned, and seconded to approve the September 4, 2019 Board Meeting Minutes, as written. All Board members were in favor. Motion carried 5-0.

## **Homeowner Forum:**

The homeowners in attendance were afforded the opportunity to discuss association related matters with the Board members. There was a homeowner in attendance who had a concern regarding her architectural application submittal for landscaping. Grace Cargni, as a member of the Architectural Review Committee, reviewed the details of the application with the homeowner. Grace advised that the application was approved, with the condition that Skyrockets were not allowed due to a common disease. Management was advised to research the chain of communication on this application and report back to the Board.

## **Committee Reports:**

A safety update was provided at this time, regarding a vandalized mailbox at 2090 Wellington Drive. The mailbox was vandalized on October 31<sup>st</sup>, and will need to be completely replaced, as it is an older box. A police report has been filed, and an insurance claim has been submitted for the damages. Management was directed to determine if the association has to wait for the investigation to be completed before replacement.

## **Financial Report:**

It was motioned by Robert Jester, seconded by Jere McLaurin to accept the September financial statements, as presented by The Management Trust pending a review of the water bill. All Board members were in favor. Motion carried 5-0.

**Action Item Tracker:** The Board reviewed the action item tracker and provided updates to Management accordingly. Grace Cargni was tasked with discussing the possibility of a Board restricted section of the association website where important documents can be stored and available to Board members at all times.

**Compliance Log:** The Board reviewed the compliance log provided by Management. Management reported that they were able to close several violations and begun fines on others. No action was required.

Management received a fine reversal request for the homeowners at 3838 Fairhaven Drive. The fines were imposed on the owner's account due to tree removal. The homeowner has removed the stump, and the replacement tree is scheduled to be installed mid-November. It was motioned by Jere McLaurin, seconded by Robert Jester to approve the fine reversal request in the amount of \$850, pending the completed installation of the replacement tree. All Board members were in favor. Motion carried 5-0.

#### **Unfinished Business:**

- **Mailbox Replacement List:** The Board was directed to review the mailbox replacement list prepared by Management and report any discrepancies, so the list can be updated.
- **Imperial Drainage:** Clint Weiler provided an update on the status of the project. The repairs are scheduled to start Monday, November 11<sup>th</sup>. Clint confirmed that the property access agreements will be signed in advance of the project starting and the affected neighbors have been notified.
- **Cash Flow Enhancement Resolution (CFE):** Vial Fotheringham currently handles all collection matters for the association, and the firm recently revised their collection procedures. Jere McLaurin provided an update to the Board of her conversation with Jason Grosz and Noam Amir Brownstein at Vial Fotheringham regarding the proposed changes. It was motioned by Jere McLaurin, and seconded by Robert Jester to approve the revised Cash Flow Enhancement Resolution with Vial Fotheringham. All Board members were in favor. Motion carried 5-0.

#### **New Business:**

- **Pressure Washing Bids:** The Board reviewed the competitive bids received for the pressure washing. It was motioned by Jere McLaurin, seconded by Robert Jester to approve HOA Services proposal for pressure washing in the amount of \$5,529. Management was directed to confirm that the curb painter would be coordinated to paint the median curbs immediately following the pressure washing.
- **2020 Reserve Study and Budget:** The 2020 reserve study and draft budget were tabled pending further review at the December meeting.
- **Landscaping Enhancement Proposals:** Three landscaping enhancement proposals presented by 7 Dee's were reviewed by the Board. All three enhancements are for the main Salamo Road entrance and park area. It was motioned by Jere McLaurin, seconded by Grace Cargni to approve the three landscaping enhancement proposals in the amount of \$6,847.
- **House Bill 2001:** The Board discussed House Bill 2001 that is anticipated to go into effect January 1, 2020, which would allow for multi-unit dwellings to be installed on one lot unless there is verbiage in the governing documents that would explicitly prohibit that. Management was tasked with researching this matter with legal counsel and report back to the Board immediately.

#### **Adjournment:**

The meeting was adjourned into Executive session at 7:10pm. The Board reconvened into Open session at 7:30pm. The Board provided a brief update on their Executive session, stating that a delinquency matter and pending legal matter were discussed. With no further items on the agenda for discussion, the meeting was adjourned at 7:30pm.

The next meeting is scheduled for December 4, 2019 at 6:00pm. Management was advised to review Annual Meeting details and report back to the Board with the proposed dates.