

Barrington Heights Association of Homeowners

Board of Directors Meeting Minutes

November 3, 2021

Location: Zoom

Board Members Present: Robert Jester, Gail Carnahan, Cindy Maggi, Grace Cargni (arrived at 6:22PM), Clint Weiler (arrived at 6:50PM)

Management Representative: Madison Castillo, Executive Community Association Manager

Call to Order

The meeting was called to order at 6:07PM.

Homeowner Forum

There was one homeowners, aside from Board members, in attendance at the meeting during the homeowner forum. They discussed leaf clean-up and neighbor compliance with yard maintenance.

Secretary's Report

Approval of Meeting Minutes: It was motioned by Cindy Maggi, seconded by Robert Jester to approve the October 6, 2021 Board Meeting minutes as written. All Board members present were in favor, motion carried.

Committee Reports

Architectural Committee – Grace reported that all is going well on the Architectural Review Committee.

Landscape Committee – Randy Ilas, the recently appointed Landscape Committee Chair, attended the meeting and provided an update on the committee.

Safety Committee – The Safety Committee report was deferred until later in the meeting to be discussed under Storm Damage Restoration.

Financial Report:

The Board reviewed the September 2021 financial statements prepared by The Management Trust. Gail provided a Treasurer Report and recommended approval. There were some questions regarding the aging report that Management was directed to look into. It was motioned by Robert Jester, seconded by Cindy Maggi to approve the September 2021 financial statements as presented. Motion carried.

Action Item Tracker: The Board reviewed the action item tracker and provided updates to Management accordingly. The majority of the outstanding items for Management were on the agenda for discussion. The architectural log and compliance report were also provided as part of Management's update. Management advised that the 2022 budget preparation was in progress, and that a draft would be provided within the next two weeks.

Unfinished Business:

- **Storm Damage Restoration** – The Board discussed the storm damage restoration to be completed by the City of West Linn. The sidewalk repair, stump grinding, and tree replacement project is anticipated to cost a couple million dollars and take 3-4 years to complete. The current discussion on the table would be to send out a survey to the owners, asking them to prioritize some of the restoration projects due to lack of funds. The association's street lighting

was also discussed, as many of the light poles are damaged or not functional throughout the community. The City approached the association and would like to have further discussions, as the light poles will likely need to be repaired or replaced during the stump grinding and tree replacement effort. Robert is going to contact the City and schedule another sit down meeting to discuss how to proceed.

- **Sidewalk Grinding Project:** The Board discussed the sidewalk-grinding project. It was decided that Management would send out a communication informing the neighbors of the sidewalk-grinding project. Owners would then be notified of their outstanding lifts, and be presented with an opportunity to opt in to the project. In order to be confirmed on the date, owners will need to prepay their portion.

New Business:

- **Landscape Contract:** The Board reviewed a revised landscape maintenance contract presented by 7 Dee's, which included increased pruning, blowing and dry creek maintenance for a total monthly cost of \$2,932. The Board unanimously approved the revised contract, which is set to begin January 1, 2022.
- **Holiday Lighting Proposal:** The Board reviewed and unanimously approved the proposal for holiday lighting submitted by Ben Brough Masonry for a total cost of \$13,400 to be paid from both Operating and Reserves.
- **3821 Fairhaven Drive:** The Board discussed the architectural appeal submitted by the owners at 3821 Fairhaven Drive for the artificial turf in their backyard. The previous Board required that the owners remove the artificial turf be removed upon sale of the home. The home is pending escrow, and the owners requested to be permitted to keep the artificial turf in the rear yard for the new owners. The Board unanimously upheld the prior Board's decision that the artificial turf be removed before the home closes escrow. Management was directed to notify the association's legal counsel immediately, as this is a time sensitive matter.
- **Annual Meeting Date:** The Annual Meeting date is tentatively scheduled for Wednesday, January 12, 2022. Gail, Clint and Robert's positions are up for re-election.

Adjournment:

With no further items on the agenda for discussion, the meeting was adjourned at 7:51pm. The next Board meeting is scheduled for December 1, 2021 at 6:00PM via Zoom. Please refer to email blasts and the association's website for Zoom login information.