

Barrington Heights Association of Homeowners

Board of Directors Meeting Minutes

February 2, 2022

Location: Zoom

Board Members Present: Robert Jester, Gail Carnahan, Cindy Maggi, Clint Weiler

Board Members Not Present: Grace Cargni

Management Representative: Madison Castillo, Executive Community Association Manager

Call to Order

The meeting was called to order at 6:04PM.

Homeowner Forum

There was no homeowners, aside from Board members, in attendance at the meeting during the homeowner forum.

Secretary's Report

Approval of Meeting Minutes: It was motioned by Gail Carnahan, seconded by Cindy Maggi to approve the December 1, 2021 Board Meeting minutes as written. All Board members present were in favor, motion carried.

Committee Reports

Architectural Committee – No Committee members attended to provide a report on behalf of the Architectural Review Committee.

Landscape Committee – No Committee members attended the meeting to provide a report on behalf of the Landscape Committee.

Safety Committee – There were no additional reports or updates from the Safety Committee that were not already slated to be discussed during the meeting under the business agenda items.

Financial Report:

The Board reviewed the December 2021 financial statements prepared by The Management Trust. Robert provided a Treasurer Report and recommended approval. Management advised they would be reviewing reserve cash on hand, retained earnings, and CD maturity to provide a recommendation on whether or not the Board should transfer Operating funds into the Reserve account. It was motioned by Gail Carnahan, seconded by Cindy Maggi to approve the December 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 was also provided as part of Management's update. The compliance report will be reviewed and closed items will be properly resolved. An updated report will be provided to the Board once that is completed.

Unfinished Business:

- **Storm Damage Restoration** – Robert provided an update regarding the Storm Damage Restoration effort in collaboration with the City of West Linn. There is essentially no additional updates from the City of West Linn. The City's plan is still to survey the residents of West Linn to see how they prioritize the various capital improvement projects on the docket. The Board discussed putting a plan in place to itemize stumps and missing trees to begin obtaining bids. Homeowners will likely be asked to opt in to the coordinate project, or have a timeline of 6 months to complete the work themselves, as the trees are ultimately their responsibility. The sidewalks will be prioritized after the stump grinding, then the tree replacements. The owners will also be allowed to proceed with their own project, if they desire to do so, pending proper permitting.
- **Escalating Fine Resolution** – The Board reviewed the Escalating Fine Resolution prepared by Vial Fotheringham. It was motioned by Robert Jester, seconded by Gail Carnahan to adopt the Escalating Fine Resolution as revised with the addition of a street parking violation fine. All Board members present were in favor. The updated resolution will need to be mailed to the membership prior to enforcement.

New Business:

- **Landscape Committee Appointment** – The Board reviewed a landscape committee appointment recommendation for Sylvia Macias. It was motioned by Robert Jester, seconded by Gail Carnahan to appoint Sylvia Macias and Grace Cargni to the Landscape Committee. All Board members present were in favor.
- **Barrington Drive Brick Wall Repair** – The Board reviewed the proposal submitted by Marc's Masonry to repair the brick wall near the Barrington / Salamo entrance. It was motioned by Cindy Maggi, seconded by Robert Jester to approve the proposal for a total cost of \$1,750 to repair the brick. All Board members present were in favor. Management was informed that the lights around that monument are also non-functioning. A work order will be submitted to the lighting contractor to have the lights repaired, prior to the brickwork being done.
- **Wellington Place Fencing Appeal Letter** – The Board reviewed the letter that the homeowner submitted regarding their non-compliant fencing. Management was directed to research minutes and see if there was an approval for the fencing. The Board will table a decision until a site review can be conducted and search of prior year's meeting minutes.
- **Monument Utility Credit** – The Board reviewed an owner's request for an increase in the monument utility credit. Management was directed to review the last several years' worth of budget increases and utility rates, to provide an updated amount as a recommendation to the Board. This item was tabled for further review at another meeting.

Adjournment:

With no further items on the agenda for discussion, the meeting was adjourned at 7:37PM. The next Board meeting is scheduled for March 2, 2022 at 6:00PM via Zoom. Please refer to email blasts and the association's website for Zoom login information.