

CHOA Board Meeting July 10, 2024 - Approved

Randy called the meeting to order at 2:30 on July 10, 2024

Judy is new to the board, introductions of all board members.

Board members present: Randy Hitz, Bob Bush, Karen Siegel, Sandie Maki, Mary Fieweger, Shirley Hoem, Robin Schulz, Marilyn Ellwood, Judy Giers

Others present: Mike and Adrian Chinn (via Zoom), Bubba Heard, Claude Campbell, Jay Puppo (State Farm), John and Nancy Stevenson, Janet Moore, Larry and Ann Roberts (Larry in person, Ann on Zoom)

The draft of the May minutes were approved as submitted.

Open Forum:

Janet Moore – hear to listen.

Bubba Heard – advocating for John and Nancy regarding Insurance claim on Water Damage.

Concerns: CHOA requires who we go to for contractors.

Is there a procedure in writing that Neighbors can refer to.

Steve Chinn responds: CHOA uses a contractor (Oregon Restoration) who then subs out the work.

Action item: Steve and Jay to document the current procedure regarding how Homeowners insurance claims are processed.

There is a current restoration that was started in January and the process was discussed with the homeowner and the board.

Claude and Jay – PowerPoint Presentation on Insurance for CHOA - see attachment. State Farm insures 9 of the 13 associations.

Action Items:

(Claude Campbell - Willis Towers Watson EVP, and then CEO of Hays Companies Jay Puppo has a CPCU, been our agent for 24 years and worked as underwriter for CHOA for 10 years prior.) (probably will be removed from the minutes).

Treasurer's report: See Report below.

President's Report: See Report below.

Property Manager's Report - see report below

- Committee Updates

Pools and Rec Hall-- Judy/Steve, Keypad post completed. Pools look good. 2 pools left to get new fences
Landscape-- Karen – Watering twice a day. A few breaks, new valves. Flower Basket at Pools. Planning to put in a bench at E Pool. See report below for more info.

Welcome- Mary August 24 Summer Party, Checking on Food Vendors. **Action item: Need to make a post.** Discussion on PulsePoint Ap where you can look up where sirens are going. CPR training has changed. Also discussion on local persons with CPR training. 2 Pulsepoint Aps.

Neighborhood Watch—Shirley POLST Card – for the refrigerators. New Neighborhood watch signs are up. Also see report

Emergency Preparedness—Marilyn Consider a post telling folks about Pulsepoint Aps, Also see report below.

Architecture committee—Bob Many projects have been approved. One project was rejected. New CCC AR rules have been posted.

Meeting Adjourned at 4:17

President's report:

President's Report July 2024

I began discussions with the Executive Committee and Steve about how to better manage documents. Our next meeting is July 16 at 10:00 am. All board members will be involved at some point.

I took responsibility for mailchimp from Barry Hendricks. Mailchimp is our system for emailing members about web posts. It is best that a current board member be responsible for this.

I updated our Information Directory and website based on a nice prompt from Shirley. This was a good reminder to me to ask all board members to let me know, as default communications person, if you ever see errors or needed updates for our website or documents.

I started keeping track of my communications with members, board members, staff and CCC.

Here's what I have done since our last meeting in May.

- 57 email messages, most with board members and Steve. Others, CCC, Jay Puppo. I generate over 70% of the messages.
- 22 phone calls. Mostly board members and Steve. Others: Members, CCC. Calls range from two minutes to over 30 minutes.
- 8 Posts
- 16 text messages

Welcome Judy Giers

Property Manager's report:

Pool signage. Waiting for all phones to be installed. **When do you think the phone installation will be complete? Working with Comcast is a nightmare we have no idea. I'll keep talking with them.**

Weather stripping on double door. **We recommend having a new French Door installed to match the front doors.** What is the cost? Have you spoken with Judy and Sandie so they can make a recommendation to the board? **No, we just decided to propose this yesterday. I will be contacting them this week and getting bids.**

Sidewalk handrail. **Completed.**

Phones for pools. **Still a work in progress. Just waiting for Comcast.** What is Comcast's role? Do you have any idea when they will complete their part? **Like I said up above it's anybody's guess. I'll keep contacting them.**

Painting **Still collecting color choices from residents**

Pools **A new jet pump is being installed at B spa. Bathroom remodel in process.** Estimated completion date? **Pump done. bathroom remodel hopefully next week.**

Irrigation Was hit in tee area of Red 6 by some young men in a golf cart. CGC has all their info. CGC will reimburse CHOA and go after the young men. Garron's will bill the golf course approximately \$8500.00.

Treasurer's report:

Our September Foreclosure Short Sale home finally sold and we surprisingly received full payoff on our Past Due. 👍

You may notice that Pools are over Budget in the Utilities line. Even though we raised all the utilities by 14%. It turns out that after we approved our budget PGE went up 18% not the proposed 14% with another rate increase in May of this year. NW Gas is proposing an 18.8% increase at the end of the year. That hasn't passed yet and Wilsonville Water went up 9% in Nov after they said there would not be an increase. Our Property Management Team keeps a close eye on overall expenses.

However, this overage in utilities is offset by the Money we take in from The Range HOA paying to use our pools. Out of 43 homes, only 8 paid for pool usage at \$440 for the summer. Their income to us is very helpful to our Pool Budget.

It may also "appear" that Landscaping is over Budget this month, however that is because Tree Pruning and Special Projects have been completed earlier than planned. For Year-end they are in balance. Irrigation repairs have gone a little crazy-but again they are still ok by looking at the year-end budget overall. (stop feeding the squirrels!) Karen does a great job staying within her budget.

we rolled another TCD at the end of June from \$163,000 to \$168,000 which will mature in Sept 2024. The painting schedule is a moving target, hence I'm hedging on when we will need the cash available.

We do have 3 TCD's that will mature in July and 1 in October. So we are well financed to cover the painting of Neighborhood "A" when ever it happens. 🎉

Randy and I updated the Information Directory and it has been posted to our website.

Pool Remodel is getting closer to completion. Ron, our handyman was out with a bum knee, but back now and is installing all the new light fixtures and mirrors. However, now we have to repaint the walls around the lights and mirrors. New doorknobs have been replaced and the wall heaters will probably not get completed till after the swim season. Judy is now here and she will take on the Hat of Pool Chairman! By the way, our Pool Remodel Budget was \$23,808. The cost as of end of June is \$5,051. We still have Ron's labor to add and the cost of the wall heaters. But expect to come in well under our budget.

Landscaping report:

Maintenance is on-going and as expected this time of year. Pruning is completed in A neighborhood for painting. F and C are also completed and crews continue in G and then will move on to E and B neighborhoods by the end of the month.

Irrigation is running smoothly, with exceptions. We have had quite a few valve and filter issues that have taken time to repair. We had forecasted to replace 2 filters in Sep-October, but have had to replace an additional one last month that failed. We also had to install a new filter this week due to a golf cart that hit the filter and destroyed it beyond repair. This filter will be billed to the golf course and they will handle the reimbursement if applicable. We have a number of nozzle and heads that need to be

replaced at individual residences, we are aware of them, just have not had time to repair as filter and valves replacement has taken priority. We have adjusted the controllers in anticipation of 90-100's coming this week into next.

We have plants in stock for the 2 endcaps at BB/FP and BB/F, but will hold off on planting until the weather stabilizes.

Emergency Prep and Neighborhood Watch Report:

CHOA recently sent out an email to residents, as requested by Marilyn Ellwood and Shirley Hoem, asking for volunteers for Neighborhood Captains and Neighborhood Watch. Sadly, we did not receive any responses. For Neighborhood Captains this means that we still have two neighborhoods without Captains.

I am open to any suggestions that the board might have to fill these positions. The neighborhoods without Captains are B and E. B neighborhood is part of Boones Bend and Sacajawea and E is Boones Bend and Winchester. Having two neighborhoods without captains will cause Shake Out to be more difficult and less likely to be successful.

The AED in Rec Hall C now has both new batteries, and new adult and child defibrillator pads.

Agenda

Wednesday July 10, 2024 at 2:30 p.m. - CHOA Monthly Board Meeting at Rec Hall C and zoom

Zoom: <https://pdx.zoom.us/j/84360798815>

2:30 - Welcome and Call to Order

- **Note for guest: Please remember this is a board meeting, guests are not to interrupt unless asked to speak by the chairman. If you do have a concern, it is best to put your concern in writing prior to the board meeting so that the board will have time to thoughtfully consider your concern. – Thank You**

****Minutes from Last Meeting Approval -ALL**

2:35 Open Forum

Questions from Resident Attendees – 2 minutes maximum per person

2:45 Reports

****Treasurer's Report and reserve study–Sandie Maki**

Insurance Report: Claude Campbell and Jay Puppo

President's Report

Property manager report

3:45 Old Business

- Committee Updates
 - Pools and Rec Hall-- Judy/Steve
 - Landscape- - Karen

- Welcome- Mary
- Neighborhood Watch—Shirley
- Emergency Preparedness—Marilyn
- Architecture committee—Bob
- Insurance Report—Claude Campbell and Jay Puppo

4:00 New Business

- Home Insurance

4:30 Adjourn

Executive Session (as needed) – Need to vote to move to executive meeting

** No need to approve by vote monthly minutes or treasurers report