

CHOA Board Meeting November 13 2024

Randy called the meeting to order at 2:28 on November 13, 2024

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

Others present: Mike Chinn, Kelley – via Zoom, Claude Campbell

The draft of the September minutes was approved as submitted

Open Forum: No Outside homeowners present today.

Treasurer's report: - see summary. No past dues! Any excess money is expected to be spent before the end of the year.

Next years dues will be going up by \$12.00 per month. 3.7% raise in dues which matches the CPI.

Utilities continue to go up dramatically – 17% on average. Next year is \$37,000

Action: Bob to look into solar panel incentives for HOA. Check with Mike. (HOA income was ~\$46000 and Tax of about \$8000.)

Motion to approve treasurer's budget for 2025 was approved unanimously.

President's report: See below.

Signs – all handled correctly.

Sally and Karen are retiring from Rec Hall C management. 8 year of work well done. The board appreciates their good work.

Legal seminar attended by Randy, Bob and Judy.

Will be adding a December board meeting.

Property Manager report: See below.

Discuss regarding the double doors in Rec Hall C

Painting: Went very well, no complaints – multiple residents said that the painters did an excellent job. Kudos to the painting crew leader for giving the crew multiple breaks during the hot weather stretches.

Pools and Rec Hall C.

Discussion about replacing Karen and Sally (see above). Is there a job description?

Discussion regarding creating a Social Committee.

Action item: Pull together a first meeting for a Social Committee Judy will send an email.

Action item (will remove): Steve – to forward an email from Armando Want to be involved.

Landscaping: See report. Irrigation was turned off on September 29.

Welcome: CHOA summer party moved to July 1:30-5:00

Thanks breakfast for Garron Crew: Mary to schedule with Ty
Welcoming committee monthly meeting

Safety Committee: Now Emergency preparedness and Neighborhood Watch are combined.
Neighborhood watch nearly completely interviewed – missing A right now.
Gathering after shakeout – get on to the Social calendar
CCC did Incident Command Drill went very well.

Architecture Committee. We have had the normal amount of projects and all have been approved.
Discussion about having a form that can be filled in.

Old Business:

Gutter cleaning. Cleaning gutters where trees are not close. Where trees are close, he is waiting until the leaves are down. Charged on average \$40.00 per house which is less than ½ of other quotes. Discussion on whether to continue each year.

Document Retention: See President's Report.
Asking for approval of Sections 1 and 2 only.
Motion was approved unanimously.

Insurance and Restoration claims process Judy – reported on claims process. Insurance committee is meeting again tomorrow.

New Business:

From the Legal Seminar on November
Discriminatory language in our documents
Insurance
Board Functions
CTA

Motion to have two people attend each year. Approved unanimously

Randy moved that the board enter Executive session: 4:00 Approved

Randy moved to come out of Executive session at 4:52

Adjourned 4:52

President's report – Randy Hitz

Leaf gutter cleaning started this week. We contracted again with Dave Stone, who charges only \$40 per home, significantly less than other leaf gutter cleaners. Information was posted on November 7.

The Executive Committee made progress on the document and retention policy and has a motion for board consideration. See attachment.

In two cases we had to enforce the CCC policy regarding political signs. In each case the owner took down the signs after we sent a written explanation. The relevant policies and procedures were reviewed with CCC management and are clearly stated in the letter to the offender. Relevant policy-related portions of the letter Steve sent are below.

I am following up regarding phone calls to you on September [19th, 23rd] and September 26th regarding complaints about your political flag, election sign, and CHOA's request for their removal.

As outlined in the Charbonneau Country Club board of directors' guidelines, "...one campaign sign per residence is allowed, not to exceed five square feet, and must not be displayed more than 25 days prior to an election. It must be removed promptly the day following Election Day." (Charbonneau Country Club Architectural Control Standards and Resident's Directory, page 26).

CHOA notified you as early as September [19th] of this violation, a fine of \$25.00 per day will commence from the date of this letter and continue until the flag and sign are removed. (CHOA Information Directory, Resolutions, Exhibit A: Schedule of Fines, page 16).

You have a right to be heard at the next regularly scheduled board meeting (November 13, 2024) by sending a request in writing within ten (10) business days from the date of this letter. (CHOA Information Directory, Resolutions, page 14.)

Sally Brallier and Karen Miller will no longer be Rec Hall C chairpersons beginning January 1. I am very grateful for their eight years of service. Judy will present recommendations for their replacement.

I attended an HOA seminar with Bob and Judy and we will discuss this at the board meeting. I posted five messages on various topics and Sandie posted three related to pool closures. I responded to 92 email messages.

Property Manager's Report

Property Manager Report, November 2024

Pool signage. **Will be completed before next pool season**

Weather stripping on double door. **We recommend having a new French Door installed to match the front doors. I have bids coming I hope they will be here before Wednesday.**

Phones for pools. **Still a work in progress. Still waiting for Comcast. I have started working on other options**

Painting **The painting of A neighborhood has been successfully completed. We didn't have a single complaint that I'm aware of. Many residents called, texted or emailed how happy they were.**

Pools **The bathroom heaters have been installed. We have some repair work to do on the walls of E, F&G and B pools over the winter.**

All the pools and spas have been covered, the furniture is stored, and the pumps are on timers, or on the lowest turnover schedule for variable speed pumps.

CHOA's court case Ramchandani v. Charbonneau Homeowners Association. **The trial has been rescheduled to start in May.**

Trip Hazards. **We had our concrete contractors make trip hazard repairs to several sidewalks.**

Gutter cleaning **Our gutter cleaner has started cleaning this week. He expects to be done by the end of January.**

Treasurer's summary report- Sandie Maki

Winding down to the end of 2024 Expenses. Just a few small projects to yet be done for Landscaping. Maintenance will have some coming out as well as admin.

No past due Homeowners and everyone hopefully will remain current for end of year and the start of a new year.

Renee and I should be sending out the Dues Letter for 2025 the 1st of December.

Landscape Report – Karen Siegel

We have finalized the winterizing of all the irrigation system. All lines are drained, filters are winterized and we are insulating all filters with insulated blankets under the covers.

We are fully engaged with leaf pickup that came on quicker than we anticipated and an especially heavy drop the last 3 weeks. Due to the extended mowing season and rapid leaf drop, we have yet to finish all of the Fall pruning but will continue through the winter until finished. We are planning for one last mowing before Thanksgiving to ensure the Association looks good for the Holiday.

The fall flowers and tulips are being planted this week.

SAFETY COMMITTEE Report - Shirley Hoem and Marilyn Ellwood

We are now combining the Emergency Preparedness Committee and the Neighborhood Watch Committee into what will be called the Safety Committee.

Neighborhood Watch reports that they are on track to have all neighborhoods interviewed by the end of the month.

Emergency Preparedness reports great success this year during our Annual Shake Out Drill in September. Our resident participation has increased by 2% over last year. And we enjoyed a fun get together at the pool following the drill. Our Neighborhood Captains did a fantastic job.

Since I participate in the Charbonneau Safety Committee, I was able to be a part of their recent Incident Command Drill. We did a simulation of an earthquake occurrence affecting Charbonneau. The drill was extremely well done and very impressive. Charbonneau does an outstanding job of planning for any emergency that might affect our residents.

Agenda

Wednesday, November 13, 2024 at 2:30 p.m. - CHOA Monthly Board Meeting at Rec Hall C and zoom

Zoom:

<https://pdx.zoom.us/j/87561337024>

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 –Sandie Maki

- Vote on operating budget for 2025

President's Report

Property manager report

3:00 Old Business

- Committee Updates
 - Pools and Rec Hall-- Judy
 - Rec Hall Support
 - Landscape- - Karen
 - Welcome- Mary
 - Safety—Shirley and Marilyn
 - Architecture committee—Bob
 - Gutter cleaning
 - Document Retention
 - Insurance and restoration process--Judy

3:50 New Business

- Legal Seminar report

4:00 Executive Session

- Property Manager Review

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