

**King City Highlands Homeowners Association
Board of Directors Regular Meeting
January 27, 2021**

Minutes of the King City Highlands Homeowners Association Board of Directors Meeting held on January 27, 2021 at 3:00 p.m. via Zoom meeting software.

KCHOA is an Oregon Planned Community restricted to residents fifty-five (55) years of age or older.

Present at Board Meeting: **Mike Dahlstrom, President**
 Judith Baese, Secretary
 Cheri Stanley, Treasurer
 George Buckmaster, Director
 Jerry Crane, Director
 Bonny Chown, ALC Chairperson

- I. **Call to Order:** The Board Meeting was called to order at 3:55 p.m.

- II. **Establish Quorum:** A quorum was established.

- III. **Approval or Amendment of Agenda:** Three amendments were presented under New Business. **Slaughter Landscape proposal, ALC Fertilization proposal, and removal of Finance Committee proposal. Agreed:** Crane moved and Stanley seconded to accept amended agenda. Passed without objection.

- IV. **Board Member Updates:** Information was presented regarding trainings, community discussions and other items that would benefit the HOA.

- V. **Approval of December 16, 2020 Board Minutes:** **Agreed:** Stanley moved and Crane seconded to accept December 16, 2020 Board Minutes. Passed without objection.

- VI. **Treasurer's Report:** Stanley reported \$351,371.42 in the Operating Fund, \$234,750.73 in the Reserve Fund for a total of \$586,750.73. **Agreed:** Dahlstrom moved and Buckmaster seconded to accept Treasurer's Report. Passed without objection.

VII. **Unfinished Business:** A Budget adjustment is needed at this time for the Board approved Dickson Triangle work. The Dickson Triangle expenditure was approved in December 2020. Due to a delay in starting the project, the funds allotted to the project were not able to be spend in 2020. Dahlstrom presented three alternatives. **a.** approve an increase to the Reserve Fund expense codes, **b.** ask the Architecture and Landscape Committee to defer other projects of the same or greater amount until June 2021 when the Board revisits the 2021 budget, **c.** use unallocated funds. Since the funds were not spent in 2020, Dahlstrom suggested increasing the following Reserve Fund general ledger accounts; (#7705 increase by \$3,408.0), (#7750 increase by \$3,375.00) and (#7630 increase by \$3,465.00), for a total increase of \$10,248.00, which is the amount budgeted for Phase I of the project in 2020. **Agreed:** Dahlstrom moved to increase the three above mentioned line items as an unanticipated expense for 2021. Baese seconded. The voted was 4 ayes, and 1 nay. Passed without objection.

VIII. **New Business:**

ALC Proposals:

a. Appointment of Connie Holt to ALC Committee. **Agreed:** Crane moved and Stanley seconded. Passed without objection.

b. Halsteads, HOA Arborist presented proposal of \$1,460.00 for injection of fertilizer to the root zone to the trees along the east side of SW 131st. Ave between Peachvale and Dickson and 146 street trees on the north side of Peachvale. This mycorrhizal fertilizer will increase the trees overall health and viability. In 2022, 146 street trees located south of Peachvale will be fertilized. **Agreed:** Dahlstrom moved to accept this proposal to be paid from GL #20-7676. Stanley seconded. Passed without objection.

c. Halsteads presented a proposal of \$1,575.00 to remove hazardous dead and cracked limbs and thin the interior canopies to off-set root loss from three Douglas Fir trees located at the end of the SW Dickson St. cul-de-sac. These trees recently had several roots removed for the installation of a drainage system. This work will be paid from GL #20-7676. **Agreed:** Stanley moved and Buckmaster seconded to accept this proposal. Passed without objection.

d. Halsteads presented a proposal of \$4,425.00 to prune to correct structure, remove deadwood/shoot growth, provide clearance from street/sidewalks and thinning of the interior canopies to encourage proper growth on 53 street trees that need this work done. This work will be paid from GL #20-7676. **Agreed:**

Stanley moved and Baese seconded to accept this proposal. Passed without objection.

e. Douglas Slaughter Landscaping presented a proposal for \$980.00 for installation of an extension of drainage along top of pathway off SW Dickson St. This work will be paid from GL #20-6435 **Agreed:** Dahlstrom moved and Crane seconded to accept this proposal. Passed without objection.

f. Landscape East & West presented a proposal of \$315.00 to spray moss on all walking paths. Clumps of dead moss will be brushed off after moss dies. This will be paid from GL #10-7690. **Agreed:** Dahlstrom moved and Crane seconded to approve the spraying of walking path to kill accumulated moss. Passed without objection.

New Clubhouse Maintenance – Emergency Clubhouse Drainage:

Douglas Slaughter Landscaping presented a proposal for \$13,868.00 to be spread out over 4 phases to remove existing contaminated drainage and damaged concrete walkway and install new drainage in four areas and pouring of new concrete walkway around The Highlands Clubhouse.

Phase I. Removal of Concrete Walkway/Damaged ABS Pipe and install new ABS pipe and re-pour concrete walkway. Estimated cost is \$7,727.50.

Phase II. Installation of new lawn drainage. Estimated cost is \$2,669.50.

Phase III. Installation of A/C Enclosure Drainage: Estimated cost is \$1,844.50.

Phase IV. Installation of Foundation Bed Drainage. Estimated cost is \$1,626.50.

Total cost for Phases 1-4 is \$13,868.00.

Jerry Crane asked the Board to approve an extra \$561.00 for the risers that needed to be purchased to raise the 6 AC units that were sitting in water. He also asked for an additional \$500.00 to add color to the concrete in Phase I. This would bring the total proposal for this work to \$14,929.00 to be paid from GL #20-6435. **Agreed:** Dahlstrom moved to accept the total proposal of \$14,929.00 acknowledging that this is an emergency over-run of the line item. Stanley seconded. There were 4 ayes and 1 abstention. Passed.

IX: Next Meeting: The next Board Meeting is scheduled for Wednesday, February 24, 2021 beginning at 3:00 for Town Hall with Board Meeting to follow. This will be a virtual meeting using the Zoom meeting software.

X. Adjournment: The Board Meeting was adjourned at 5:04 p.m.

Judith Baese, Secretary

Approved: Date _____