

**King City Highlands Homeowners Association
Board of Directors Regular Meeting
May 24, 2023**

Minutes of the King City Highlands Homeowners Association (KCH-HOA) Board of Directors Meeting held on May 24, 2023 in the KCH-HOA Clubhouse at King City Highlands located at 12930 SW Peachvale St. King City, OR. KCH-HOA 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
Jerry Crane Director
Linda Ray- Keeney, Director
Bonny Chown, ALC Chairperson

- I. **Call to Order:** The Board meeting was called to order at 7:00 p.m.
- II. **Establish Quorum:** A quorum was established.
- III. **Approval or Amendment of the Agenda:** Under New Business two amendment items. Mr. Dahlstrom moved and Ms. Baese seconded to accept these amendments. Passed without objection.
- IV. **Board Member Updates:** Mr. Crane took a seminar from CAI on May 27, 2023 via Zoom on Board Governance and Enforcement. He stated that he found it very enlightening.
- V. **Approval of April 26, 2023 Board Minutes:** Mr. Dahlstrom moved and Mr. Crane seconded to accept April 26, 2023 Board Minutes. Passed without objection.
- VI. **Treasurer's Report:** Ms. Stanley reported, **Operating Budget \$311,286.30, Reserve Budget \$442,099.57 for a total of \$753,385.87.** Mr. Dahlstrom moved and Mr. Crane seconded to accept this report. Ms. Stanley also asked for a resolution for a specific amount of \$500. for ALC for items not needing Board approval. This amount is currently at \$300. This will be on the June 2023 Board meeting.
- VI.A **Appointment of new Board Member:** The current Board, by unanimous consent appointed Linda Ray-Keeney as a new Board Member-At-Large under the authority granted in the HOA Bylaws; Article IV, Section 4.
- VII. **Unfinished Business:**
 - A. **Trash Collection Resolution #2017-2 Time Revision:** Many residents requested a time revision to be able to put out garbage, re-cycle and yard debris cans at 3:00 p.m. instead of the current time of 5:00 p.m. Reason given was that during the fall and winter months it is dark by 5:00 p.m. and many residents have steep driveways thus making it more difficult to maneuver cans. Mr. Crane moved and Ms. Stanley seconded to accept this time change. Passed without objection.
 - B. **Schedule of Fines Resolution #2013-2 Fine Revision:** Section I of this Resolution was originally \$50/month for infraction of any CCR. Suggestion was made that as of April 2023, fine to be changed

to \$500/month. Mr. Crane moved and Ms. Stanley seconded to approve this change. Passed without objection.

- C. Property Owner Residency Issue/Outreach:** Because of a violation of by-laws, two letters were sent to the two co-owners of one of the condominium units. No response to the letters or e-mails. The Board is not certain whether the resident in question lived in the unit prior to traveling. A fine of \$500/month will be assessed if there is no reply to either letter or e-mail by June 1, 2023

VIII. New Business: Bonny Chown, ALC Chairperson presented the following proposals.

- A. **Leggett Asphalt Inc.** presented a proposal of \$2,200. to repair third phase of walking path. Will be paid from G/L #20-6430. Mr. Crane moved and Ms. Baese seconded to accept this proposal. Passed without objection.
- B. **Teufel Landscaping** presented a proposal of \$377.19 to aerate the common lawn areas to help with thatch build up and improve the overall health of the lawns. Will be paid from G/L #10-7690. Mr. Crane moved and Mr. Dahlstrom seconded to accept this proposal. Passed without objection.
- C. **Teufel Landscaping** presented a bill for \$306.25 for replacing the existing irrigation battery timer on Overgaard H-3. Will be paid from G/L # 20-7630. Mr. Dahlstrom moved and Mr. Crane seconded to pay this bill. Passed without objection.
- D. **Finding of Beef Bend Road Brick Wall Investigation:** Brici Construction performed two individual concrete footing/Brick Site wall excavates. Both excavates found tree root activity. Brici can go ahead and repair the cracks on the street side of the wall, but Brici suggested that the ALC get an arborist's opinion on cutting back the above mentioned tree roots. More information will be presented at the June 2023 Board meeting.

- IX. Next Meeting:** Next Board meeting is June 28, 2023. Town Hall begins at 6:30 p.m. Board meeting to follow.

- X. Adjournment:** Board meeting was adjourned at 8:10 p.m.

Judith Baese, secretary

Approved