

Jackson Oaks Neighborhood Common and Open Space Maintenance Association

JACKSON OAKS NEIGHBORHOOD ASSOCIATION

Meeting Agenda

Council Chambers – Central Point City Offices

Date: September 27, 2023, Wednesday, 6:35 – 8:14 PM

1. Call meeting to order: President.

2. Welcome – Introductions:

Roll call: Shayne Joseph, Brandon Snyder, David DeVilleneuve, John Chesley, Royce Chambers, Diane Vranes, Sandra Tegtman

a. Members Absent: David DeVilleneuve

b. Quorum Present: **Yes**

3. Minutes: Review and approve minutes from Board Meeting, June 28, 2023 **Brandon motioned to accept minutes, Sandra seconded. All approved.**

4. Owners Forum:

No comments at this time.

5. New Business – Update on Communications between Board Members:

Royce stated that he is resigning from current Committee positions. Royce requesting name removed from the website on current committees.

Royce commented minutes are not on the website.

Royce asked what to do with inventory items from Landscape Committee, and is not sure where to place them or turn them over to. Would also like to validate that the committee will stay close to resolving sprinkler heads when they break. Also passed information to Peter, regarding who in the city is following up to trees needing removed.

Requesting that names changed with secretary of state and updated with current members.

Asked about bringing forward request to review HOA limits on rental units in area and the process for violation letters, unsure of status of violation letters and what the HOAs follow up

Sandra commented that she appreciates everything Royce did, and is concerned about the vacant gap without his presence, and the detailed needed to follow up with items like the trees and sidewalks in the HOA

Shayne stated that all members in the board need to serve in some level of committee and requested one that Royce and Sandra would be interested in.

Shayne stated that the minutes are on the website and posted for individuals.

Tim stated that the concern about the plan for landscaping and long term strategy for the HOA. Shayne said that the leadership of the Committee, will need to address

Tim stated that he did validate that the names have been changed for names of president and Secretary with the secretary of state

Shayne stated that him, Tim, and auditor have access to the books and account to validate they're in compliance

Shayne stated once the Landscaping Committee is formed the inventory will be turned over to that individual or Committee as Royce sees fit.

Shayne appreciated Royce for all his efforts.

Royce and Shayne discussed a conversation they had regarding reimbursement for Royce's cost of supplies.

Brandon commented about his concern on how to handle violation letters and process in that is in a manner that is fair and consistent. In addition to concerns about a fair review of the CC&R's to make sure the rules are fair and consistent.

Royce commented that the violation letters do need to go out but an email that can be responded to.

Sandra commented that the violations should go out, but in a way that's friendly and Open to help.

Shayne commented that he addressed some CC&R's concerns in person with the individuals, instead of in letter form. That there also need to be a balance between letters and communicating with the individuals including to bringing the letters to a board meeting for approval

A larger conversation was discussed about how enforcement needs to be fair and consistent between all members of the committee. A larger conversation needs to be had regarding the CC&R's and what the intent vs wording actually is and modernize them to be fair and consistent.

Shayne commented that a conversation needs to be opened up with Committee on what they're concerned about in the CCNR and violations in the committee.

6. Reoccurring Reports:

- a.) Treasurer: Board is working with Walsh services in Ashland for financial services. This will assist with reconciling the books, and end of the year review for tax form. The services would also help with billing, the work for volunteers will be increased by taking on the statements being mailed out. Which will provide a cost savings to members.
- b.) Regarding the budget Tim will not hand out at this time, a statement, until it is reconciled by the services and accurate. So far this \$33,000 on landscaping and \$17,000 on water. Year over year this is a lower cost than last by approx. \$1,000. 10 individuals are behind an outstanding amount of \$2,645 while there is approx. \$700 in over payments and credits due. Currently \$14,000 in account at this time. By end of year projection is to be about \$1,000 under last year primarily due to one time \$5,000 cost in trees.

- c.) Towards end of the year Board will have better idea on where funds are at and potential need to increase cost. Sandra is concerned with the weeds in the open areas, Shayne has asked for a cost from landscaper to present to Committee. Sandra commented that there is a limited time to plan for weeds, Tim commented that there needs to be a plan to budget for the cost. Open community asked if anything was sent to those individuals regarding their past dues. Board commented they're waiting on action from dues Committee. Shayne commented that he appreciates the efforts from Tim.
 - d.) DRC Committee Report including Complaints, no open issues at this time
 - e.) Landscape Committee Report, Shayne opened floor to Peter. Peter is working with city to remove 12 problem trees that are impacting irrigation and sidewalks. City provide ok to remove trees and Peter is working to have them removed at no cost to board except for replacing some of the trees. Peter said he needed a powered saw to remove some of the roots as hand work would be too much.
 Shayne appreciated the Landscape Committee. Shayne us concerned on liability of ownership of the blade instead of contracting it out. Shayne is open to suggestions and recommendations to manage the blade and saw properly. Peter is concerned about that there is a process to make sure CC&R's are enforced the right way, and openly.
 Royce stated that an individual complained that their grass strip has not been water in sometime. Royce will reach out to him and let him know that the water is on and getting watered approx. 2min more than others. Tim stated that him and Peter has done some experimental work near Ridge, Tim will be speaking with the individuals who out the system in and believes there is a problem with the power distribution box.
 Water belongs to Brett Moore, and they believe working with the box that both systems can run on one power instead of working to find the short with is more costly. Moore is paying for water, and is responsible for water in that corner including the box. Doug from city has been working with Royce and Moore on the situation regarding property that should have been turned over to the city including the section in question. However, the city is not taking it over yet new ETA Jan 1st. City will not address anything until they take ownership. Tim will take point on getting estimate and speaking with Brett.
 - f.) Collections Committee Report, no further comments
 - g.) Communications Committee Report, Diane commented that a letter was completed and ready to be sent out with next invoice. Diane also commented that elections for board will come up, and herself and Royce's terms were ending at this year. Newsletter will also mention way for individuals to sign up for online distribution of newsletter and online sending of invoices.
7. Adjournment to Executive Session **if needed**: Not needed. Shayne asked that Royce and Diane provide feedback on when they started their term.
 8. Next Meeting: Time & Place TBD – Wednesday October 25th, 2023. City Chambers
 9. Adjourn: **Brandon motioned to Adjourn, Sandra seconded all in favor.**

Public Meeting Sign in sheet

9/27/23
(Date of Meeting)

(Please print)

Name	Address	Phone/ Email Address (if you would like to be contacted)
Peter Simon Brown	1031 Sandz	