

Minutes of the Orchard Down Board Meeting December 15th 2021

The December Board meeting came to order at 7:11 pm on December 15th, 2021 in the Timberhill Athletic Club conference room. Board members Michael Freitag, Adrienne Guy, Chris Russo, and Rob Upson were present. Samantha Hirsch did not attend. Kurt Powell and Jason Peter of Willamette Community Management was present.

After welcomes, no requests for additional agenda items were brought by owners or Board members.

The Board discussed and APPROVED an updated version of the minutes from the November 2021 Board meeting.

Update on action items from the November meeting:

- Address encroachment issues by drafting letters (Michael). **No action taken, tabled to spring 2022.**

The Board was provided recent ODHA financial reports.

The Board APPROVED the 2021 Reserve Study (which will be available to owners on the ODHA website). The reserve study contains a maintenance plan for the coming 30 years and will be reviewed annually.

The Board discussed if further action on the Silver Poplar tree east of Thistle Place is warranted. No immediate action will be taken.

Adrienne Guy summarized discussions with River Roc proprietor Julio Cruz about serving ODHA landscape maintenance needs as outlined in the document discussed in November. The consensus was that before committing to a new contract the Board will meet with the current contract holder, A&H Landscaping. ***A meeting will be set up by WCM for January. [This has been done, Dec. 16]***

The Board again discussed the new contract with WCM; a final decision is pending approval by the Board at the January meeting.

The Board discussed the annual budget for a three-year period. With maintenance requirements for paths and stairs as outlined in the Reserve Study, the expectation is that reserves will be drawn down to low levels unless assessments rise above what was deemed necessary at the last Annual Meeting in July 2021.

Adrienne Guy informed the Board about options to repair the current steps at Arrowood and Aspen and Arrowood leading to Tamarack. She also included a potential bid to re-build the latter steps, changing them from treated wood to concrete block. This issue will be re-examined in January and February 2022. The Board found that the suggested contractor is currently not eligible to carry out the work but that they may correct the defect.

Points of information:

- wood debris at the small lending library has been hauled away (Dec. 16) and library will be installed;
- soil around steps at Aspen and Arrowood needs to be leveled, stair steps should be aligned (seek bid or have owners carry out the work);
- update language in governing documents as required by Oregon statutes (Kurt Powell and Adrienne Guy will provide additional information for discussion at January meeting);
- newsletter to go out first week of January (Michael Freitag will draft main sections, Adrienne Guy will supply information as necessary).

The meeting was adjourned at 8:20 pm.

ODHA Board meeting – January 2022

Preliminary agenda (please add items)

1. Welcome and new business
2. Vote on minutes from December
3. Finish landscape contract discussions (Adrienne and Michael met with Alfonso from A&H Landscape, will report, plan attached, unchanged from last month)
4. Finish budget discussion
5. discuss newsletter, Board plans for 2022
6. discuss how to do Board business: committees vs whole Board
7. Points of information:
 - fallen oak tree near Rob's house will be largely removed by Ken West (who sells firewood and donates proceeds to Linn Benton Food Share)
 - Adrienne has some landscaping materials
 - neighbor on Thistle W with POD in drive way – send letter to owner if not gone within 4 weeks