

Illaha Hills No.4, Phases 3 & 4 HOA

ANNUAL MEETING MINUTES

November 6, 2024 | 5:30 PM

Illaha Hills Country Club, Fireplace Room

In Attendance: Bob Cannon, Denise Croy, David & Sue Beckham, John & Sue Powell, Dick Johnson, Bob Cannon, KK Burrell, Denny and Barbara Miles, Jim & Chane Griggs, David & Karin Holton, David Ivanoff, John Martin, Petie Estep

By Proxy: Pat Abeene, Jeff & Jan Scott, Parke Raffensperger, Bill & Jani Johnston, Craig & Cindy Smith, Paul De Muniz, Scott & Ann Emry, Bev Columbus, Dick & Linda Haglund, Dan & Missy Cartmell

Call to Order - President Jim Griggs called the meeting to order at 5:45pm

Roll Call-Proof of Quorum & Notice of Meeting - Karin Holton read the roll of the membership noting those who had voted by proxy. Quorum was established with 22 households present in person or by proxy.

Introduction of Board - Jim Griggs introduced the current board of directors to include himself serving as board president, Karin Holton (appointed to complete the term of Jani Johnston), serving as secretary, Dick Johnson serving as treasurer, Dan Cartmell, and Denise Croy (appointed to complete the term of Denny Miles)

Introduction of New Members - Jim Griggs introduced new members who have moved into the neighborhood since the last annual meeting. There have been four property ownership changes in the past year. Jeff and Jan Scott (3871 St. Andrews Lp), Jeff and Denise Croy (3542 Deerfield Ct), Robert and Robin Cannon (3868 St. Andrews Lp), and Craig and Cindy Smith (3861 St. Andrews Lp)

Reading and Approval of Minutes - 2023 Annual Meeting - Karin Holton read the minutes of the 2023 annual meeting for the record. *A motion was made by Chane Griggs to approve the minutes as read and seconded by KK Burrell. The minutes were approved by a vote of 21 yea, 1 nay*

President's Report - Jim Griggs reported that during the past year, the City of Salem came and assessed the state of the roadway after they had received reports of sprawling in front of two household on the east side of St. Andrews Loop. Initially they came and patched in front of one of the homes. They came back later in the summer and repaired and repaved the east side of the loop. As part of a Federal grant project, the city of Salem also replaced all intersection curb

cuts to meet ADA accessibility standards. A question had been raised prior to the meeting about the ability to make improvements in the green space where the retention pond resides. The city has indicated that there are to be no hard surfaces or anything that may potentially reduce the water flow capacity. Essentially, nothing may be done in the area of the retention pond.

Report and Proposed Budget - Dick Johnson reported that he was appointed to the position of treasurer when Jani Johnston vacated her position on the board. The HOA maintains two bank accounts at Pioneer Trust Bank. Information on the balance of each of these accounts may be found in the statement of accounts provided prior to the meeting. This five year budget comparison shows there is currently \$27,000 in the combined accounts, with the reserve account earning \$309 in interest across the year. It was noted that $\frac{2}{3}$ of the expenditures were related to mowing and landscape maintenance in the common area. Other expenses of note during the past year were legal expenses for review of the HOAs governing documents to ensure compliance with fair housing legislation and tree removal in the common area.

Dick further noted that through mid October, the HOA stands at \$1,600 under budget with two mowing expenses left in the year. These expenses are included in the budget document presented prior to this meeting, bringing us to \$500 +/- over the annual assessed amount. It was noted that at the current rate of inflation, expenses are not covered by the annual 5% increase in dues and while the board is not suggesting a change in this standard 5% annual increase at this time, it may be necessary to increase the annual dues assessment beyond 5% in future years to match the growing rate of inflation.

A motion was made by Chane Griggs to accept the Treasurer's Report and approve the budget as presented. Second by KK Burrell. The motion carried 21 yea, 1 nay

Architectural Control Committee - As a point of information, David Holton, ACC Chair reported on work done by the Architectural Control Committee during the past year to help ensure a uniform, equitable standard when addressing requests from property owners to make changes to the exteriors and/or landscape of their property. David began by thanking committee members Ann Emry and Sharon Ham for their work over the past year. He then introduced himself noting his career as an architect in this community, his work on Planned Unit Developments as part of this work and the restrictions placed on this Planned Unit Development by the State of Oregon.

Within the scope of these restrictions and in accordance with the governing documents of the HOA, the Architectural Control Committee put together a set of policies and procedures to establish equitable and consistent standards when applications are presented to the committee for review. The board approved and adopted these policies and procedures in August 2024.

It was noted that while the document meets current land use laws, legislative changes will need to be incorporated into this document meaning that this document will continue to have need for review and updates to ensure compliance with law and rule changes.

A form is available on the HOA website for homeowners to complete and submit to the ACC. Homeowners wishing to make changes/improvements to their property should use this form when submitting their request for review.

At the present time, the most common request made to the ACC is for tree/shrub removal. As the neighborhood is now over 30 years old this is to be expected.

Proposed Fine Schedule and Enforcement Policy - Jim Griggs, as a point of information, presented a fine schedule that has been prepared and is being considered for adoption by the board of directors. This schedule would supercede any previous board resolutions regarding fine schedules should the board choose to adopt it. Dave Ivanoff wanted to ensure that the fine schedule allowed for “common sense” application of fines. It was noted that the policy and schedule currently under review by the board allows ample opportunity for homeowners to address concerns prior to having a fine imposed. The policy includes a process for appeal and creates the guideline for equitable application of enforcement.

Reelection of Board Members - Jim Griggs presented the following slate for re-election to the board. It was clarified that the terms of office end in December 2026, not 2027 as was previously noted.

Dick Johnson (term ending 12/2026)

Dan Cartmell (term ending 12/2026)

Chane Griggs made a motion to re-elect the slate as presented by the board nominating committee. The motion was seconded by KK Burrell. The motion carried 21 yea, 1 nay

Homeowner Questions and Concerns - Jim Griggs opened the floor for questions or concerns from the homeowners. Denny Miles thanked the board for their work. There were no further questions or comments.

The meeting was adjourned at 6:42pm

Respectfully submitted,
Karin Holton
Board Secretary

Supporting documents are available at Illahehoa.com