



Lea Terra Park Homeowners Association
7925 SW Connemara Terrace
Beaverton, OR 97008-6978

Lea Terra Park Homeowners Association

Board of Directors Meeting

July 2023

In lieu of a meeting, the board held discussions via email with Randy Hoaglin, Kelly Jones, Scott Mahon, Karla Marzineck, Jan Murphy, Winston Young, and Linda St. John

Financials:

The June financials, while distributed in July, will be discussed at the August meeting.

Landscape:

Scott worked with Alex of EastWest to address several requests:

1. The housing for the controller box at 7829 Raintree Drive was broken and the key had been broken off into the lock.
2. A homeowner asked to be contacted by a board member because she's preparing to sell her house.
3. A few homeowners shared concerns about the lack of pruning of the hedges along Sorrento and/or those adjoining LTP properties.
4. Another homeowner raised concerns about the flowers at the Lea Terra Park sign not getting enough water. (She has been watering them herself.)
5. A number of sprinkler heads are spraying non-landscape related items. (an AC unit, the underside of one of the mailboxes).
6. Some of the lawns are dry and brown.

He also learned that, while segments of the common area that aren't getting enough water will be located and addressed, we have a wide variety of grasses on our lawns including a "cool weather" variety Bendgrass, which is going dormant (brown), even with proper watering coverage.

2022–2023 Board of Directors and Committee Members

President: Karla Marzineck

**Vice President &
Website/Newsletter:**
Tabatha Fallon

Secretary: Kelly Jones

Architecture Chair:
Linda St. John

Committee:
Randy Hoaglin, Winston Young

Treasurer: Jan Murphy

Landscape Chair:
Karla Marzineck

Committee: Scott Mahon



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In addition:

1. Trimming has been behind this summer due to hot weather which can damage freshly trimmed plants. An extra dedicated day of trimming may be added to catch up.
2. EastWest has increased some weekly watering schedules that were only set to 5 days up to the standard 6.
3. The location of all of the irrigation controllers was shared and mapped: <https://www.google.com/maps/d/edit?mid=1JIKkpUdTwhIF3Tfe4VGJi76uuGJYDe4&usp=sharing>
4. The south-facing front flowers are being watered daily and have coverage, but the recent heat and constant sun (plus possible dog use) is killing several of these. Potential alternatives and solutions will be discussed if this continues.
5. Sprinkler heads at 8030 Connemara have worn out and need to be replaced.
6. Drip irrigation for parking strip trees along main Barberry entrance is leaking and needs to be repaired. (It is also exposed instead of buried as it should be.)

Alex provided an estimate from of \$500 for repairs on items 5 and 6. Three board members approved the repairs and cost, so Scott requested that EastWest proceed with the work as described.

While there are concerns about wasting water, Scott plans to conduct a walkthrough to review all the sprinkler zones and locate the sprinkler heads that need to be replaced. The board also agreed in June to review water bills in August to get a sense of water usage with the new controllers and replaced sprinkler heads.

Architecture:

Will be discussed at August meeting.

Miscellaneous:

Kelly and Jan met to sign checks in July. Jan confirmed that she will continue to pick up checks. Because our CPA is gone all of August, July financials will not be sent until early September.

A homeowner, working with four other homeowners, contacted Karla about arranging an HOA barbecue on August 27th and provided both a "save the date" and "details" poster for email distribution. Kelly sent the "save the date" poster to the LTP homeowner list on July 21st while the homeowner posted them on LTP mailboxes. (Kelly will follow up with her prior to emailing the detailed poster.) Karla agreed that the HOA will provide the meat for the barbecue.



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There was discussion about the possibility of changing the process for maintaining the homeowner list, as well as the need to request updated contact information from homeowners due to the number of email bounce backs (10). The idea of tracking requests from homeowners was raised, along with additional digitization steps that could result in better tracking and visibility and reduced board member liability, such as using a shared file location like Google Workspace for email, shared storage, shared calendars, etc. (\$576 per year for 8 licenses). Improvements to the website were made and tested, and an updated copy of the PDF version of the LTP CC&Rs with optical character recognition, links and bookmarks was distributed to board members. Further discussion of process changes will take place at a future meeting.

The next board meeting will be held Tuesday, August 15th, 2023. The meeting was adjourned by 7:15 pm.

Respectfully submitted,

Kelly Jones,
Secretary