



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

Lea Terra Park Homeowners Association

Board of Directors Meeting

November 2023

The meeting was called to order by Karla Marzineck on November 21, 2023 at 6:40 pm. Present: Karla Marzineck, Kelly Jones, Linda St. John, Marilyn Bader, Pat Lach, Randy Hoaglin, Scott Mahon; Not Present: Winston Young, Jan Murphy

Minutes:

The October meeting minutes were re-sent to all Board members and subsequently accepted (with corrections) via email.

Financials:

The October financials were reviewed and accepted as presented. The homeowner who has been long overdue on HOA dues is continuing to make payments to get caught up. All other homeowners are paid in full.

The draft 2024 budget was reviewed and discussed:

- The most significant increases in the 2024 budget are reflected for water, architecture (fences and painting), and landscaping (irrigation maintenance, including new wi-fi controllers to reduce water costs, and tree trimming).
- Three versions were presented:
 - Without an HOA dues increase, resulting in a \$31,614 budget deficit
 - With a 5% increase starting January 2024, resulting in a \$25,717 deficit
 - With a 5% increase starting July 2024, resulting in a \$28,666 deficit
- Note that there will be added cost for Microsoft Office (\$576/year) to set up secure Board email and file storage.

The Board agreed to a 5% increase starting July 2024. Information about the mid-year increase will be shared in the December newsletter.

2022–2023 Board of Directors and Committee Members

President: Karla Marzineck

Secretary: Kelly Jones

Treasurer: Jan Murphy

Vice President: Vacant

Architecture Chair:
Linda St. John

Landscape Chair:
Karla Marzineck

Committee:
Randy Hoaglin, Winston Young

Committee/Website:
Scott Mahon



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Landscape:

- Karla, Scott and Randy will get landscaper bids (from our existing landscaper Landscape East & West as well as others) in Jan/Feb 2024. (Our three-year contract is up with Landscape East & West in October 2024.)
- The board will hire someone to review the water lines at Sorrento with a camera to continue to troubleshoot the reason for exorbitant water usage at the Sorrento water meter. (Karla has requested that the current irrigation controller be replaced with a wi-fi controller by Landscape East & West in spring 2024.)
- Karla and Randy suggested we consider tying down the hoses with large staples before re-covering them with bark dust. (This topic will be tabled until March.)
- Landscape East & West will finish picking up leaves in the North loop and cut the grass across for the last time this season. The water is turned off. They may go through once more to complete trimming.
- Arbor Ascent was hired and completed the following work:
 - Raise crowns of 15 Leyland cypress trees and one red maple between 7865 SW Raintree Dr and 12607 SW Barberry Dr
 - Clearance pruning:
 - Scotch pine and Norway maple between 7805 SW Raintree Dr and SW 12633 Barberry Dr
 - Japanese maple tree in front of 7830 SW Raintree Dr
 - Norway maple on west end of 7921 SW Connemara Ter
 - Bradford pear across street from 7830 SW Raintree Dr

Architecture

Two homeowners want new roofs. The roof replacement specs state the composition roofing color as "Autumn Brown" but it is no longer available and it should be updated to "Autumn Blend." (We will update the spec and the website.)

A homeowner has new rain gutters that need to be painted. The committee is also awaiting paperwork for a homeowner who plans to install a new window.

Miscellaneous:

Karla spoke to the owner of the unauthorized rental, who agreed that the tenants will vacate by the end of November, and was informed that a \$500 per week fine will be assessed starting December 3rd if the tenants have not vacated by that date.



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The homeowner who requested the extension of their hardship rental has ended the rental and resumed residency in their home.

The board discussed assignments for the 2024 Lea Terra Park Board:

- President: Randy Hoaglin
 - Architecture committee
- Vice President: Scott Mahon
 - Technology/website, Landscape committee
- Treasurer: Karla Marzineck
 - Landscape committee lead
- Secretary: Kelly Jones
 - Meeting minutes, newsletters, technology/website
- Architecture chair: Linda St. John
- At large:
 - Winston Young (Architecture committee)
 - Marilyn Bader (Architecture committee)
 - Pat Lach

Note: Monthly board meetings will take place at Linda’s home starting January 2024.

The next board meeting will be held Tuesday, December 21st, 2023. The meeting was adjourned by 8:15 pm.

Action Items:

Who	What
Kelly	Follow up with interested homeowners re: joining the technology committee
Kelly	Resend the October minutes to the board so that they can review and provide feedback and/or accept them.
All board members	Review October meeting notes and respond to email
Kelly	Update the roof replacement specs to replace “Autumn Brown” with “Autumn Blend”
Kelly	Draft newsletter for December, and include information about July 2024 HOA increase.
Kelly	Set up risk analysis meeting for LTP reserve funds for January.
Kelly/Scott	Set up for Microsoft Office for Board use
Randy	Reach out to the Beaverton Library to learn the earliest the Annual Meeting reservation can be made
Karla	Follow up with Alex re: Pat’s hedges that need to be trimmed over 12 feet.



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Karla	Update board member info with State of Oregon to update the board members (Once done, Jan, Randy, Karla and Kelly will go to the bank to update signatures.)
Karla, Linda	Conduct visual inspection of LTP fence condition
Karla, Scott	Follow up with Landscape East & West to confirm trimming work was completed
Linda	Follow up with homeowner with who needs to paint new gutters.

Respectfully submitted,

Kelly Jones,
Secretary