



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

# **Lea Terra Park Homeowners Association**

## **Board of Directors Meeting**

### **May 2024**

The meeting was called to order by Randy Hoaglin on May 21, 2024, at 6:35 pm.  
Present: Kelly Jones, Linda St. John, Scott Mahon, Randy Hoaglin, Pat Lach,  
Absent: Marilyn Bader, Karla Marzineck

#### **Minutes:**

The March meeting minutes were re-sent prior to this meeting and were accepted at this (May) meeting. However, additional changes are needed, so they will be re-sent again. (See "Outstanding Action Items" at the end of this document.)

The April meeting minutes were also reviewed and accepted.

(Randy motioned to accept, Pat seconded.)

#### **Financials:**

The March financials were included in the April file. Randy accepted them and Kelly seconded.

One of the homeowners of 7929 SW Connemara Ter, was present to discuss the driveway and soil erosion issues she has emailed about. There is a storm sewer drain and an irrigation box in the affected area. She proposed moving the irrigation box closer to the curb, building up the soil or building out the driveway.

Scott will talk to the landscapers about what would be needed to move the sprinkler box and whether rocks or some other protection could be added to that area. Moving the storm sewer would be in the City of Beaverton's purview, so we suggested the homeowner check with them to learn what's possible and what it would cost. We'll send an email summarizing the meeting discussion, and a subsequent email after Scott's discussion with the landscaper.

Another homeowner suggested that we shift to painting LTP homes every 10 years to save money since we use Rodda Paint, which is developed for the Pacific

#### **2023–2024 Board of Directors and Committee Members**

**President:** Randy Hoaglin

**Secretary:** Kelly Jones

**Treasurer:** Karla Marzineck

**Vice President:** Scott Mahon

**Architecture Review Chair:**  
Linda St. John

**Landscape Chair:**  
Karla Marzineck

**Architecture Review Committee:**  
Marilyn Bader, Pat Lach

**Landscape Committee:**  
Randy Hoaglin



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Northwest. We decided that we will not discuss that without Karla present, who will provide information about past decisions and reasoning.

### **Landscape:**

Landscape East & West has identified every sprinkler head and provided an irrigation proposal for irrigation repairs and suggested enhancements that were found during the spring startup totaling \$13,216 (not including time and materials for work to repair a line under a homeowner's driveway):

- Cost for required work: \$4,112 (plus above-referenced time and materials repair)
- Optional irrigation enhancements: \$9,104.

Scott will talk to the account manager about boring under the driveway at 12739 Barberrry Dr instead of cutting the section of the driveway as they propose to complete the proposed work on Station 5. Pat approved, Scott seconded the motion to approve the proposal, pending their response re: boring under the driveway.

Kelly and Karla walked LTP with City of Beaverton code enforcement staff and learned of violations and concerns that need to be addressed.

Per City of Beaverton Code Enforcement:

- Shrubs need to be trimmed back to the sidewalk. (This can be done over multiple trims if necessary for the health of the plant.)
- Shrubs need to be trimmed 3-4 inches around electrical boxes.
- We need to trim LTP trees on Sorrento to 8 feet over the sidewalks and 10 feet over the street.

Karla and Scott completed the spring landscape walkthrough and provided a list of plants to be replaced to Alex.

### **Architecture**

Per City of Beaverton code enforcement:

- The moss needs to be removed from the sidewalks along Sorrento.
- Several LTP sidewalks need to be repaired (indicated with an "X") or grinded (indicated with an "O").

Karla sent emails to three contractors to repair the sidewalks. One requested photos. Kelly sent them and is awaiting a response. Kelly will follow up with the other contractors to confirm they are interested in the work; if so, she will send photos.

Though not suggested by the City of Beaverton, moss should be removed from the external walls as well.



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Linda confirmed the downspout/gutter painting required for the two homeowners on SW Raintree has been completed.

A homeowner needs their door painted. Linda provided the homeowner with the phone number of our contact at Verhaalen Painting. (He said he'll come 5/22/24 to complete the work.)

### Miscellaneous:

The next LTP board meeting will be held Tuesday, June 21st, 2024. The meeting was adjourned by 7:54 p.m.

### Completed Action Items:

Who	What	Status
Kelly	Complete and send newsletter. Make final updates – add Pat as NAC liaison, update Pat and Marilyn as Architecture Committee	Done – updates made; newsletter sent April 20 <sup>th</sup> .
Karla	Get updated financials that include March to board for review and confirmation.	Done.
Kelly and Karla	Kelly and Karla will walk the neighborhood to assess and log all of the Lea Terra sidewalks.	Done. Karla and Kelly escorted City of Beaverton code enforcement staff, who alerted them to sidewalk repair and tree/hedge trimming issues that need to be addressed. The sidewalks that need to be repaired have been indicated with orange paint ("X" – replace, "O" – grind).
Karla and Scott	Conduct walkthrough to look at plants that need to be replaced	Done. Karla and Scott provided a list of plants to be replaced to the Landscape East & West account manager.



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### Outstanding Action Items:

Who	What	Status
All	Discuss purchasing bark dust for all landscape areas and revisit covering the irrigation lines on SW Barberrry	Pending - revisit after irrigation repairs are completed and complete when ground is less hard.
All	Discuss the suggestion to shift in 2026 to painting the houses every 10 years instead of every 8.	Pending Karla's return.
Karla	Distribute copies of the LTP zone map at the next meeting	Pending Karla's return.
Karla, Randy	The board will hire someone to scope the water lines at Sorrento to continue to troubleshoot the reason for exorbitant water usage at the Sorrento water meter.	Pending. We've learned that the Sorrento controller controls a much larger area than initially thought (half of the lower loop), and there are known breaks and leaks. We will re-review this once the approved repairs are completed.
Kelly	Schedule risk analysis meeting for LTP reserve funds.	Will be scheduled in the fall.
Kelly	Share homeowner list with all board members	Not started
Kelly	Update Architecture updates in March meeting minutes: <ul style="list-style-type: none"> <li>• Reference to homeowner installing new window should be "white" vinyl window instead of "black."</li> <li>• Update Parish work reference to "All but one of the homeowners whose house were being painting opted to complete work with Parish Enterprises."</li> </ul>	Not started
Kelly	Send out March meeting minutes for review/confirmation to accept additional changes.	Not started.
Kelly	Update March meeting minutes on website.	Not started.



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Who	What	Status
Kelly	Review meeting minutes for items to be added the Lea Terra HOA RACI.	Not started.
Kelly	Draft email for board to send to Heidi Hopkins summarizing discussion and next actions. (Once approved, will be sent to homeowners.)	Not started.
Kelly & Scott	Set up Microsoft Office for board use in January	<p>In progress. We're working on getting the MFA set up for everyone. Karla is set up. Marilyn is set up. We'll remove Pat's account. Kelly will reach out to get accounts set up.</p> <p>The domain email has been set up, and Kelly and Scott need to share the emails with the board and set up shared inboxes and rules. Will ensure everyone can access.</p> <p>Kelly to meet with Scott to determine next steps; we are receiving emails.</p>
Kelly and Karla	Complete bid process for sidewalk repair and confirm completed work.	In progress. Emails were sent to three contractors. Photos were sent to one responsive contractor. Kelly will follow up with the other two to determine interest.
Randy	Contact City of Beaverton Emergency team to set up attendance at the October annual meeting	Randy will contact them after the library room is booked for the October annual meeting. (Pat has a contact through the Greenway NAC and will reach out once the date is confirmed.)



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Who	What	Status
Randy	<p>Randy will get back to us July 1<sup>st</sup> with another proposed location. (Can't schedule at the library because the library closes at 6.)</p> <p>Randy will follow up with the library director on July 1<sup>st</sup> who will let him know if the community center across the street from the library will be available.</p>	Will be done on/after July 1 <sup>st</sup> .
Scott	Alert landscapers to hedge trimming requirements from City of Beaverton and confirm completed work.	Not started.
TBD	Manage tree trimming on Sorrento per City of Beaverton instructions.	Not started.
TBD	Remove moss from sidewalk and top of LTP wall along Sorrento.	Not started.

Respectfully submitted,

Kelly Jones,  
Secretary



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### **GREENWAY NAC Notes (5/16/24)**

Greenway NAC Is going to be having a picnic for everyone in the Greenway NAC, planned for June, potluck in Greenway Park. Date TBD.

Respectfully submitted,

Pat Lach

Member at Large

Beaverton Greenway NAC meetings webpage:

<https://www.beavertonoregon.gov/1224/Greenway-Neighborhood>