



BATTLECREEK COMMONS

Board of Directors Meeting Minutes

September 24, 2024 – 6:00 pm, via Zoom Online Meeting ONLY

<https://www.battlecreekcommons.com/board-meetings>

WELCOME HOMEOWNERS: Twenty-five homeowners attended online.

QUORUM CALL: The meeting was called to order at 6:00 pm, with (1) one Board member absent.

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| <input checked="" type="checkbox"/> Sharon Grassest (President) | <input checked="" type="checkbox"/> Sue Harris (Secretary) |
| <input checked="" type="checkbox"/> Nathan Goldberg (Vice President) | <input checked="" type="checkbox"/> Kathie Forstrom (Director) |
| <input checked="" type="checkbox"/> Dee Doyle (Treasurer) | <input checked="" type="checkbox"/> Virginia Ferguson (Director) |
| <input type="checkbox"/> Jeanne Dalton (Treasurer Backup/Director) | |

MINUTES OF PREVIOUS BOARD MEETING:

The minutes for the August 27, 2024, Board meeting were approved by the Board with 6 yes votes and 1 absent vote.

MANAGER REPORTS:

Office Manager – Anna Flores – Home Sales: No home sales in September. Outstanding Dues: \$4,682 is owed in back dues on several accounts. Office Updates: New Office manager feeling more confident/comfortable working on office processes and procedures.

Grounds Manager – Don Hiebenthal – All is well before the great fall leaves begin to fall. One crew member will be out for seven days at the end of October.

COMMITTEE REPORTS:

Maintenance/Repair – Maintenance: Interim Chair, Virginia Ferguson – Chris Staats reported:
Pavement Project Update:

Paving committee meeting is Tuesday, Oct. 1, 2024. Agenda will cover Phases 1, 2, and 3, for the 2025 and 2026 budget years. We'll also cover project priorities, remaining budget finances, and time left in 2024. Several paving companies have been contacted, to request a meeting to discuss the work. The Proposals/Scope of Work will be presented to the Board when those meetings have been completed.

Architectural – Bill Burnside – Nothing to report for September.

Planning & Projects – Sue Harris – Exterior Paint Colors/Collaboration: The Amenities Sub-Committee met with the Architectural Committee on September 9, 2024, to discuss exterior paint color options and a scope of prospective colors were agreed upon. A subsequent joint-meeting will occur in late-October to finalize colors and build a proposal for a Board presentation. Sue updating BCC website with some updated photos.

Orientation – Mary Schroeder – Committee members met with a new homeowner on Lexington. Another new homeowner has been contacted but nothing scheduled yet, and there are pending visits with two other new homeowners.

Nominating – Betsy Hughes – Betsy encouraged homeowners to read the article in the October BCC Newsletter about up-coming BCC Board of Directors election. Ballots will be distributed in October, and due Nov. 6th at 7 PM. All homeowners are encouraged to run for a Board position. Applications are available from BCC office, and due by September 30, 2024.

Emergency Preparedness (EP) – Nathan Goldberg – Aline provided the update. The Committee did not meet in September. The emergency cache container has been power-washed and painted. A homeowner on Huntington

power-washed the container in preparation for being painted. The container was painted with two coats of the paint called "Secret Garden", by Jose and Joseph Rico, Rico's Quality Construction, LLC, and the final project cost was \$650. The City of Salem provided a very strong lock for the container. The supplies come next! The next Emergency Preparedness committee meeting will be on Tuesday, October 1st.

Neighborhood Watch – Bernie Sims – Meetings: The Neighborhood Watch Committee has gone back to a monthly meeting frequency. Signage: Eight Neighborhood Watch signs have been ordered and received. A sign at each of the three main entrances will be installed with the other five installed across the property with placement carefully considered to address more recent incursions experienced. More signs may be needed later. The committee met last week and discussed having other signs produced to address other issues – No trespassing and waiver of liability around the pond area, No trespassing at other entry points. Also, we discussed having messages written on the entryway pavement such as "Private Property". A team of two is researching and will recommend language to the committee next month. The committee agreed using a common design and color made sense for a more organized appearance around the campus. Training: Committee members are working with Safety consultant, Louis Downey, to schedule our first committee safety training within the next 4-6 weeks. Security Camera: In preparation for a new surveillance security camera, electricians were hired to work on a power extension to a light pole near the clubhouse entrance. The security camera installation is budgeted for 2025, though we will sign the contract around Oct. 1, 2024, to take advantage of a 90-day invoicing option (with their management's approval). The installation queue runs approximately 3-5 months out. The installation is expected in early 2025.

Finance – Dee Doyle (Interim Committee Chair) – The committee has been working on special committee fund requests and trying to complete the 2025 Budget. Committee still needs the paving estimate before finalization.

Grounds – Megan Trow/Virginia Ferguson – Megan gave an update on the canary reed grass remediation work. Ash Creek Restoration submitted their bid for 2025/2027. Tree maintenance: Oregon Woodsmen will be here on October 10. Homeowners need to move cars on Huntington. Nootka rose plants and others were purchased at 70% off from Furbish and we will look for plants from the City's give-away. Suggested opportunity for homeowners who live near creek, you can order one-gallon plants and donate them to the Grounds Committee to plant along Scotch Creek and to eradicate the RCG. Plants must be ordered through the City of Salem. Pond aeration: The equipment has been delivered, and the contractor will help us assemble it for installation. Signage for pond needed such as: Private property and no swimming in pond.

Social – Bonnie Shaughnessy-Smith – Sharon provided an update on the Fall concert series which are well attended. Watch for flyers delivered to homeowner mailboxes. The cost is \$15/person, payable on the day of the concert. Please email Sharon at: sharose47@yahoo.com, to reserve your seats as seating is limited to 50 in the clubhouse. If you forget to do so, stop by on the day of the concert to see if there is room for you. Next concerts include: on October 20th, Nate Botsford (Country, and played on American Idol), and on November 10th, our neighbor Bernie Sims!

Sharon asked if there are homeowners who would like to participate in a 'BCC home tour' that residents who have done a lot of remodeling could share ideas on home improvements. Contact Sharon if interested in participating.

Newsletter – Aline Autenrieth – The October 2024 BCC Newsletter will be distributed on September 25th.

Documentation - Mary Schroeder – No report for September.

OLD BUSINESS:

- A. **Homeowner Fine** – A private hearing before the Board was held at the end of tonight's meeting to discuss the Board's final decision for a deferred fine payment.

NEW BUSINESS:

- A. **HOA Management Company**– Sharon gave an overview on the recent community-wide meeting held Monday, September 23rd with the selected top candidate company. Approximately thirty homeowners attended the meeting with Susan West, account representative from the Association Management

Services (AMS) NW. During the one-hour meeting, many BCC homeowners asked questions and received answers on working with the company on a variety of topics. The services that BCC would utilize would include accounting and business management. Virginia Ferguson, **made a motion**, seconded by Sue Harris, **to approve the Board to enter final discussions and contract negotiation details with the Association Management Services (AMS) NW to begin December 1st**. The motion passed with 6 yes votes and 1 absent vote.

- B. **Discussion: Sleeping in Cars** – Sharon provided an overview of a homeowner allowing a guest to sleep in their car in front of their garage. BCC legal advice is to write a rule. Neighbor-to-Neighbor mediation was suggested as one option to use in these situations. Discussion occurred around recent examples occurring in the community and what details need be included in a rule such as: “effective on a certain date this will not be allowed, daily fines,” etc. Sharon Grassetth asked the Documentation Chair to draft language to not allow visitors or homeowners to sleep in vehicles on BCC property.
- C. **Rule Discussion: Limiting the number of rentals** – Sharon provided an overview of the requests from homeowners to limit the number of rentals. Some of the reasons to limit the number of rentals is that insurance companies won’t cover HOA policies HOA communities with a large percentage of rentals, and many lenders won’t authorize loans in communities with many rentals. Sharon Grassetth asked the Documentation Committee to draft language to limit the number of rentals in BCC. This specific rule will need a 75% vote approval on by the community.
- D. **Discussion: Political signs in yard** – Sharon provided an overview of a homeowner experience of their right to place a political sign on their property. Discussion occurred on Oregon laws which supersede HOA rules. An HOA can put certain restrictions such as limiting the size of a sign and a length of time of how long a sign can be posted, etc. Sharon Grassetth asked the Documentation Committee to draft language for legal review. Sharon Grassetth asked the Documentation Chair to draft language for a new rule to be reviewed by BCC legal counsel. Virginia Ferguson, **made a motion**, seconded by Kathie Forstrom, **to create an immediate rule with restrictions set forth and upon the rule being written will become effective 30-days before an election to allow homeowners one political yard-sign. The sign restrictions include maximum size is no larger than 18X24 and must be placed on/within homeowner property line. The sign can’t be painted or posted on a home and must be removed no later than the day-after an election day. The sign must support a candidate, not an issue**. The motion passed with 5 yes votes, 1 absent vote, and 1 abstain.

CORRESPONDENCE:

A homeowner’s correspondence (name/identity, not disclosed) was read regarding their right to post a political sign on their personal property.

GOOD OF THE ORDER:

Discussion was held on updating the rule on excessive noise after hours and the fines assessed for noise after hours. Sharon asked Mary to draft updated rule language to be reviewed and voted on by the Board at the October Regular Board meeting such as:

H.10. Between the hours of 10 p.m. and 8 a.m. there should be no excessive noise that would disturb your neighbors. Our crew does not use power equipment until after 8 a.m. ***Fireworks or any excessively loud noise (such as mortar shells) are not allowed at any time on BCC property due to fire danger and the startling effects it has on children, veterans, pets, and wildlife. Fines will be enforced on the first and each violation.***

The meeting adjourned at 7:10 p.m.

PLEASE NOTE: The next monthly Board meeting will be held **October 22, 2024**, the 4th Tuesday of the month and will be a Zoom meeting only.

In November, the Board meeting will meet the 3rd Tuesday of the month, **November 19, 2024**, at 6:00 pm and will be a Zoom meeting only.

FINAL