



**BATTLECREEK COMMONS**  
Board of Directors Meeting Minutes  
April 25, 2023 – 6:00 pm

**WELCOME HOMEOWNERS:** Twenty homeowners attended via Zoom.

**QUORUM CALL:** The meeting was called to order at 6:00 pm. All Board members are present.

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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"/> Joan Bechtel (Director) |
| <input checked="" type="checkbox"/> Dee Doyle (Treasurer)                     | <input checked="" type="checkbox"/> Jim Nixon (Director)    |
| <input checked="" type="checkbox"/> Jeanne Dalton (Treasurer Backup/Director) |   |

**MINUTES OF PREVIOUS BOARD MEETING:**

The edited minutes for March 28, 2023, Regular Board meeting, were approved unanimously by the Board members present.

**MANAGER REPORTS:**

- Office Manager** – Louise Kohut / Deanna Bontrager – Two new homeowners in March, one new renter in March, and no sales in April.
- Grounds Manager** – Don Hiebenthal – The nutria has been spotted again today so wildlife removal was called, and they will be putting up traps. The dry wall company will be coming out this afternoon, 4/25 to fix and finish 6585F. The invoiced amount has been held until this gets taken care of satisfactorily.

**COMMITTEE REPORTS:**

**Maintenance/Repair** – Jim Nixon – Sewers: Spartan has acquired all permits to proceed with our sewer repairs. They started digging again April 10th. Progress is being made, though the high-water table is a moving target that can interfere with Spartan’s workday now and then. Spartan was working on a permit issue with the City which was resolved today. Approximately 50 homes are completed, about one-third left of homes to work on. May take approximately 2-3 more months of work. Neighborhood Cameras update: Working on changing camera batteries and reviewing memory cards. For one home on Continental that was experiencing minor damage in and around the front yard, once the camera was installed, the trespassing and damage ceased.

**Architectural** – Bill Burnside – As a carry-over from the last meeting, the Architectural Committee recommends that architectural changes that should require Board approval include the following:

- Any change that would change the outside appearance of a BCC home. i.e., bay windows
- Paint color(s) change
- Anything that changes the outward appearance of the home. i.e., moving a window more than 18 inches, installation of a new window.
- Incorporating BCC property for personal use.

These items are outlined in the R&Rs. Note: The Committee will issue a violation for work that is not listed in the application if something does not fit the design compatible with the neighborhood, R&Rs, page 13-14 G.4 through G.11. The Committee will not act upon an application request without a set of detailed plans, and it will be sent back to the homeowner to complete in full accordance with R&Rs., page 12, G.2. R. The Committee requests the Board to consider adding four (4) more exterior building colors to the BCC building color-palette to bring a more ‘neighborhood’ look/feel to the community that would blend in with current colors and enhance our community. The committee will work with a paint palette consultant to recommend additional colors to the Board to consider for the expanded color palette.

**Planning & Projects** – Colleen Goldberg – Report read by Sue H. Currently, nothing to report. Committee has not met yet. Colleen will contact interested parties before next board meeting for topics to meet about.

**Orientation** – Mary Schroeder – New homeowners have been contacted. No visit scheduled at this time. Red binder given to new renters on Huntington. No visits with new homeowners are scheduled.

**Nominating** – Betsy Hughes – no report.

**Emergency Preparedness (EP)** – Nathan Goldberg – Sharon G. read the report. Still no word from the City of Salem about our cache. A new City Emergency Manager has yet to be appointed. We will aggressively pursue answers for our May meeting. Discussed the upcoming Prepare Fair on April 29th in the clubhouse from 1:00p to 3:00p to which the entire community is invited. A flyer “What is CERT” prepared by John Lewis, was distributed to the community last week. We are reviewing topics on how to PREPARE for unexpected events – we remind the community you must prepare yourself and family – we will NOT rescue you. The Committee would like to add 3-4 NEW members.

**Finance** – Betty McKinney – Report read by Sue H. Sewer Project: Jim reported the project has been delayed due to all the recent rain which has increased the water table making it impossible to continue work. Permits are now required which could also delay work. BCC Bank Accounts: The committee is still concerned that BCC does not appear to be within FDIC regulations limiting the number of accounts BCC can have in any one bank and capping the amount in that account at \$250,000 to be FDIC insured. Funds Transfer: Per Dee’s request, the committee does not have any objection to transferring \$33,000 from Willamette Valley Checking (line item #1010) to Willamette Valley Savings Account (line item #1150). Budget vs Accruals 04/05/23: The report was reviewed, and the committee had no questions. It was noted the Natural Gas line item will need adjustment in June/July. Discussion occurred around the sweep accounts. Joan will get documentation to the Committee that provides information on how it works.

**Grounds** – Megan Trow/Virginia Ferguson

- Releases for Spring Clean Up Day: Approved by our insurance agent.
- Continental planting: Committee planted 44 trees and shrubs on 3/24-25. In addition, more trees, shrubs, and a dry creek bed will be added to the hillside, if we have enough money.
- Tree Inventory: Paul Jackson, Certified Arborist of Mountain View Tree Co. meeting 4/13. A tree specialist was recommended to bid on the BCC tree health inventory project, and we will seek other bids as well.
- Pond rehabilitation:
  - Pond & Rehab Specialists on 4/14: It’s beyond their capabilities but can install picnic areas.
  - Arne Jensen Landscaping on 4/17: His recommendation is to develop a plan to naturalize the pond in phases to make it safe and accessible to all residents. Later phase may include picnic areas so that ALL residents can enjoy the pond, not just those whose homes overlook it.
  - Ivy and pond debris: Don and crew removed pond debris and cut to ground level a section of ivy to determine best solution – trim or remove ivy.
- Change of time of meetings: The Grounds Committee voted to change the meeting time from 6:00 pm to 6:30 pm each third Tuesday.
- Spring Grounds Cleanup: Finishing Continental Hill using only grounds crew for some work due to slick clay; work on Lexington Circle with volunteers to add trees and heavy bark chips as ground cover to retain moisture. **Requests some time with the Board, before next meeting**, to discuss some ideas and possibly some assistance from the grounds crew on some projects.
- Planting more trees: Received additional proposal ideas from Bev Reding. Committee is investigating the concept of planting groves of trees to remove some grass areas to minimize water usage and improve the tree canopy.

Virginia shared some homeowner comments on grounds projects. The committee is listening to ideas such as some additional places to sit along the walking paths in the community. Virginia has an article in the BCC newsletter offering her assistance with homeowner ground areas and is available for consultations. Jeanne gave thanks to the Grounds Committee on all the projects completed so far and looks forward to looking at the tree inventory with the committee with the Board to strategize further tree plantings. Joan

reminded the committee that when new ground projects are generated that those proposals will need to work with the finance committee by this June/July to have the project funds/expenses budgeted for the following year. Discussion occurred on the 2023 funds budgeted line items for tree replacement/removal that have funds if trees don't need to be replaced due to the pine needle issue. The committee will be meeting with Marion County tree specialist on the soil and water environment in BCC community as well.

**Social** – Bonnie Shaughnessy-Smith – A BCC ‘Sack-Lunch’ gathering event is scheduled for June. 24<sup>th</sup>. More information will be available at the next Board meeting.

**Newsletter** – Aline Autenrieth – The newsletter is distributed to homeowners and posted to the BCC website.

**Documentation** – Mary Schroeder – Nothing to report currently for April. Mary will have a draft ready for May's Board Meeting of the updated CC&Rs to include the new Transfer Fee, if it passes.

**Transfer Fee (Ad-Hoc)** – Betsy Hughes – Ballots were delivered last week. Voting ends May 22, 2023, by 7:00 pm. We will monitor the ballot return frequently. If we see that we need to contact owners who haven't returned their ballot but had indicated that they would vote for the amendment, we will remind those persons to submit their ballots. The voting period can be extended if it is done PRIOR to the end date of May 22nd. An article is in the May newsletter asking homeowners to return their ballots as soon as possible.

### **OLD BUSINESS:**

- A. **Update: Garage Doors** – One homeowner's garage door has been replaced due to damage, and another homeowner's garage door became unfunctional due simply to the age of the door. Reminded the Board that due to the age of BCC homes, we may see more garage doors replacements. Note: Garage door openers or electronic components are the homeowner's responsibility.

### **NEW BUSINESS:**

- A. **BCC Logo** – Sue discussed the possibility of having BCC's logo and/or branding updated. Currently there are two different logos used either on BCC documents or the BCC website. Some homeowners have asked if it's possible to update the logo. Several Board members like the 'tree' logo on the BCC website as well. The Board discussed the idea and agreed to hold a logo contest and invite homeowners to submit logo ideas. An article on the contest and how to submit entries will be included in the June newsletter. If a new logo is chosen, then a cost analysis for replacing the existing logo will be done.

**CORRESPONDENCE:** No correspondence.

### **GOOD OF THE ORDER:**

A homeowner suggested an idea for a homeowner 'yard of the month' award for a 4–5-month period, with a gift card prize. Discussion occurred on how that idea might work. Grounds committee will work with the idea of how to spotlight homeowner yards.

A homeowner has noticed more pet waste around the grounds. **Reminder to homeowners** that a homeowner is responsible for picking up after their pets and can be fined up to \$1,000 per incident if found not picking up.

A homeowner asked about the grounds watering schedule for the summer. Grounds committee will document and recommend strategies/guidelines in using water efficiently for root health and aesthetics.

A homeowner experienced a power surge affecting many of their household appliances. PGE has been digging in Rees Hill for repairs. Their work has been on-going for several weeks which may be affecting our community.

The meeting adjourned at 7:35 pm. The next monthly Board meeting will be held on Tuesday, **May 23rd** at 6:00 pm, via Zoom meeting.