

**Griffin Oaks Neighborhood Common and Open Space Maintenance Association (GOMA)**

P.O. Box 5345, Central Point, OR 97502

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**Minutes from July 18, 2017**

**Board Members:**

Matthew White - President

Pam Olsen - Treasurer

Cathy Richardson - Secretary

Chuck Stamps – Landscape Committee

Dave Linthorst- Legal Counsel

Tanea Browning - Member

Herb Farber - Member

**1. Opening:**

Meeting was called to order by Matthew White at 6:00 p.m.

**2. Roll Call:**

Board Members Present: Matthew White, Pam Olsen and Cathy Richardson, Herb Farber, Tanea Browning and Chuck Stamps.

Dave Linthorst was absent.

General Members Present: Dan Morley

**3. Previous Minutes Reviewed:**

Minutes from previous meeting were reviewed and accepted without objection. Cathy made the motion and Tanea seconded it.

A Board Member Election Ballot form was presented by Matthew White and approved. Ballots for 2018 will be mailed in September. The Ballots for 2018 officers will be counted and officers for 2018 will be finalized.

**4. Treasurer's Report:**

Pam will upgrade QuickBooks from 2009 to current edition in the fall.

There are two properties with back dues owing. The first one has a lien on it and the second one has \$445 owed and they will be sent a delinquency letter.

There is \$1,700 left in the landscaping account.

January 1st through July 18th, 2017 (year to date) HOA income = \$29,595. Total HOA year to date expense = \$29,772.27.

## **5. Landscape Report:**

The landscape committee will meet and tighten up the language for the landscaping contract that we have currently. Proposed changes will be brought to the next board meeting in November. The landscaping cost may go up next year and there is concern about the quality of work we are receiving from our current contractors, so the Board approved sending out request for proposals (RFP) to obtain bids by our next meeting. We need to explore a different contract by March 1, 2018.

Irrigation repairs are needed in our neighborhood. Matthew made an irrigation map. Several systems need to be fixed, so they are running correctly. Two zones are not responding to the timers. Another two zones have low pressure and are not watering. One timer clock needs to be replaced. This will be an expense for irrigation and it was suggested we use the HOA savings. Herb moved to find and get repairs done and Matthew seconded; motion carried unanimously. Since sprinkler repair is not part of the landscaping contract, it was suggested that we need to find someone to do immediate repairs and then approach a company to do the irrigation.

We need an arborist bid because the trees in our neighborhood need to be trimmed and maintained. Matthew White received an email from Matt Samitore at C.P. Parks and Recreation Dept. that stated that the City of Central Point is on a 4 to 5 year rotation to trim trees in our neighborhood. As a board we feel it needs to be done more often, so we are seeking bids from different companies.

A bid from Rogue Tree proposed a 2 to 4 man crew at \$2,400 a day to trim trees. The total bid is \$4,800 for two days work. Parks & Rec could have a 2 to 4 man crew at \$2500 a day to trim trees.

We need to make a decision on what company to use and move forward with the tree pruning to be paid for from our HOA savings.

It was proposed by Matthew and seconded by Herb that members of the Landscape Committee walk the neighborhood to show the arborist the trees.

We have ten areas where the sidewalks are raised and causing problems. The City of Central Point has money to help with sidewalks.

Matthew will meet with the people that live in these ten homes with the raised sidewalks and talk to them, set up a meeting to explore options. While the sidewalks are the responsibility of the homeowner, the HOA can help facilitate the process.

The Landscape Committee needs to repair the grass in front of Fred Alexander's house because of the damage that was done repairing the pipes.

## **6. Old Business:**

Matthew will continue to keep the website updated with contact information and other current information.

An ongoing problem is that we continue to have low spots in some areas of the sidewalks that retain water. The Board talked about it, but the problem wasn't resolved and will be addressed further after the higher priority items (tree pruning, irrigation and landscape contracting) are in a stable pattern.

## **7. New Business:**

We have a new report form on the website. We need to review old and current reports to see if they are resolved and if not we need to bring them to the board meeting for discussion.

Matthew made a comment that we need another member for the Design Review Committee. Ideally we would have three members on a sub-committee.

## **10. Next Board Meeting:**

November 14th at 6:00 pm at Twin Creeks Retirement Center.

Newsletter and Envelope Stuffing Party at Pam's house on Wednesday, September 13<sup>th</sup> at 6:00 pm.

## **11. Adjournment:**

Matthew White, without objection adjourned the meeting.