

Minutes of the Orchard Down Board Meeting September 15th 2021

The September Board meeting came to order at 7:03 pm on September 15th, 2021. Board members Michael Freitag, Adrienne Guy, Samantha Hirsch, Chris Russo, and Rob Upson were present; Astrid DeAngelis retired from the Board in August 2021 and was absent. Kurt Powell and Jon Eick of Willamette Community Management were present. After welcomes, no requests for additional agenda items were brought by owners or Board members.

The Board **APPROVED** the minutes from the August 2021 Board meeting.

Astrid deAngelis RETIRED from the Board and was thanked for her services by the Board.

Update on action items from the August meeting:

- Address encroachment issues by drafting letters (Michael). **No action taken, to be discussed in November and December during landscaping discussions.**
- Continue to annotate the old landscape contract in terms of scope and frequency of activities to be carried out by landscapers (all Board members). **No action taken, to be discussed in November and December during landscaping discussions.**
- Action items for WCM:
 - a. post all minutes from this year, including the July Board and draft of the Annual Meeting on the website. **Done.**
 - b. send reserve study document to all Board members. **Done.**
 - c. initiate removal of landscape debris not picked up near Walnut from downed tree, branches in green space (pool) that need to be cleaned up, pruned pine branches near the F walkway at Sunrise Commons (seems they trimmed but left debris for us), initiate trimming shrubs and trees on path from Arrowood to East border of ODHA past the bridge, as discussed in June). **(Done)**
 - d. Remove tree behind Tillicum near the path F that leans into the neighbors' yards and will likely fall in the next big storm. **Done - \$2,400.**

The Board was provided recent ODHA financial reports.

The Board continued discussions on the ODHA reserve study. Kurt Powell provided more background, including the full reserve study for review. Board members agreed that instead of holding as much as two annual incomes from collected assessments in reserve AND carry out a reserve study, ODHA will rely on a detailed and updated reserve study. Items that are not true assets that must be maintained will be taken off the list of assets for the reserve study (for example the newly landscaped traffic island on Arrowood). During the next month the Board will develop realistic cost estimates for repair or replacements of all remaining assets (mostly stairs and paths). The Board also discussed how to update and finalize the budget. Drafts for the FY 2022 budget will be presented at the October meeting.

The Board briefly discussed a petition by Clairmonde Harris to take action on a large Silver Poplar tree that affects their home on Seneca Place. The Board is still waiting on one bid and tabled further discussion until the October meeting.

The Board **APPROVED** a paint application for 3977 NW Tillicum Place.

Points of information:

- traffic island landscaping project;
- 4149 Arrowood landscaping: City did work to clear weeds;
- landscaping: upkeep must be improved; action items will be provided to WCM. Items include action items remaining from August, and clearing the asphalt path on the North end of Thistle Pl.

The meeting was adjourned at 8:30 pm.