

*Inland Shores Community*  
Staats Lake • Keizer, OR

*Lake Forest Estates*  
*Westlake Village*  
*Lakefair Village*



Inland Shores Owner's Association HOA Board Meeting | April 4, 2024 | 6 pm  
The View at McNary Golf Course, Claggett Meeting Room

The meeting called to Order @ 6:05 pm

**Board Attendance:**

Board President: Kathy Verboort- present

Board Secretary: Amy Bauer (Lake Forest Estates)- present

Board Treasurer: Tom Ippolito- present

Director: John Goodyear (Lakefair Village)-present

Director: vacant

Director: vacant

**Guests:** Steven Adams, Mauricio Flores (Pacific Landscape), Randy Hostetler, Don Matsunaga, Eric Meuer, Gail McMurria-Bachik, Laurie Miller, BJ Trowe

Rich Vasquez

Mauricio:

- Infill plan
  - introduce new plants.
  - flowering for birds/native wildlife
- A concern brought to his attention: gaps and spaces around the lake; manual weed control.
- Suggests having a consistent plant palette throughout the lake.
- Ideal Planting is in the Spring- we are still within the time frame (although getting close to the end of the season).
- Landscape Budget: budget provided Nov/Dec for the following year. (Mauricio provided the budget to Tom).
  - Standard enhancements: recommendations (ie. moss control, crabgrass, aeration, etc.)

- Rec: horsetail (unique to our neighborhood)- spray when the plant is starting to sprout to minimize growth and to get ahead of it.
- Budget provided is \$4K over planned budget.
- Tom asked Mauricio to email budget and proposals to all board members going forward.

**Landscape Committee (John Goodyear; Laurie Miller):**

- Trees: buffer trees along McClure
- Laurie requests change of trees listed for replant. Laurie provided a list of proposed perimeter trees.
- Moving forward of infill project: \$8735
- Juniper plants have found not to do well at lake. Juniper is in current bid- need to be replaced or budget needs to be cost adjusted.
- Prioritizing areas around lake that need more attention.
- With-hold bark- Tom requested bid for bark- cost in past. Using money set aside for bark and using towards infill project. Historically we have barked every 3- 4 years (cost has been between 8500-12K) Mauricio recommends every other year.
- Infill with more vegetation like ceanothus.
- Manual weed control: can disrupt open areas with foot traffic. Pacific Landscape does try to minimize and be mindful.
- Trees: NW side of lake- limb area up at more aggressive height- just top growth (taller trunk).
  - Need to look at cost to limit up. 2024-25 project/budget. Mauricio partners with tree vendors and will provide bids.
- Hold on dogwood trees and remove “juniper” from proposal.
  - Mauricio will provide updated proposal by tomorrow.
- Kathy motioned to move forward with the infill project.
  - Tom seconded.
  - All in favor.
  - Motion passed.
- Repairs of irrigation: back flow at CSL pond.
- Landscape around the neighborhood are getting old. Older trees are getting overgrown. We need to be proactive with this concern.
- Trees NW corner of the embankment are large and need to be on the radar for the next step.
  - Tom- proposes to manage the trees. Kathy has a concern on safety focus. John- remove while manageable and replace new tree.
- Graffiti in tunnel- Is this a Staats Lake Association responsibility?
  - It is determined that graffiti in the tunnel is not a Staats Lake Association responsibility as it is above the sidewalk. It falls under the responsibility of the ISHOA.
  - Currently, Taylor management power washes the graffiti.
  - Having concrete colored paint is an option. Project is to paint the wall first. When graffiti occurs it would be easier and less noticeable when painted over in comparison to having it power washed.
    - Taylor Management will provide a bid.

### **Financial Report:**

- Tom verified statement of accounts with visit with Nolan (Taylor Management)
- Active accounts above \$33k over Feb 2023. – we did not use 8400 of landscape budget. This number will be rolled into infill project.
- Reserves: increased by \$33k.
- Increases:
  - legal and accounting- \$3000 (tax prep & financial review); \$940 (liens)
  - Annual Homeowner- \$600 increase over budget
  - Inhouse maintenance- Tom will research this
  - Maintenance materials- 1k (budget- 0)
  - Gate expense- \$2100 (budget \$500)
  - Contract expense- slight increase
  - Street sweeping- slight increase
  - Landscape extra services- slight increase
  - Taxes- billed out in January.
- 4 accounts in CDs earning 3.2%.

### **Committee Reports:**

#### **ARC (Kathy Verboort):**

- Quiet the last 3 months. Current requests: paint; removal of trees.
- As weather gets better, it is expected to see more requests coming through.

#### **RIC Committee:**

- Lupitz inspection (happens 2x/year)- garbage cans on street not taken in after garbage day.
- Steven will email Board regarding issue on west side of lake.

#### **Staats Lake Association (Steven Adams):**

- Graffiti (see notes under Landscape Committee Report)
- Sidewalk repair planning
  - Private except promenade
  - 3.2- to the extent mandated by the City of Keizer
    - City of Keizer recognizes lake as private.
  - John requests something substantial from City that recognizes lake as private

- Add to record with Taylor Management
  - Tom suggested having HOA lawyer review 3.2 of CC&R
    - Amy motioned to have HOA lawyer review 3.2 of CC&R
    - Kathy second
    - All in Favor- Tom
    - Motion passed
- Rep from East end
  - Steven stays in contact with East Board assoc.
  - East Board assoc. is shy of members
  - Prefers to have 2 reps on lake board to also be East board members.
  - Will be meeting next week to fulfill empty seats
- Lake Board: fishing permit policy; sidewalk
  - Decisions brought to East board.
- How to keep the lake more private?
  - KPD will come when someone is trespassing/fishing.

**Other Business:**

Website:

- Password: given to Taylor Management.
- Concern: GoDaddy account expires in May. Recommends keeping GoDaddy as web host.
  - Amy and Kathy to learn the workings of the website.
- Board agrees to move forward with keeping GoDaddy as web host. Kathy will email Taylor Management to pay out of account.

Vacant Director position: Kathy motioned to nominate Eric Meuer as fifth board member. Tom seconded. All in Favor: Amy. Motion passed.

John Goodyear resigns and hands keys and thumb drives to Tom Ippolito.

Don Matsonaga has been assisting Kathy on the ARC and will continue to be on ARC committee.

**Adjourn:** Kathy motioned meeting adjourned 7:58pm. Tom second. All in favor. Motion passed.

Next Meeting:

June 1st

August 1st

September 30<sup>th</sup> (Annual HOA Meeting)