

Inland Shores Community
Staats Lake • Keizer, OR

Lake Forest Estates
Westlake Village
Lakefair Village



Inland Shores Owner's Association HOA Board Meeting |August 1, 2024| 6:00 pm
The View at McNary Golf Course- Claggett Room

The meeting called to Order @ 6:04pm

Board Attendance:

Board President: Kathy Verboort (Westlake Village)- present

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

Board Treasurer: Tom Ippolito (Lakefair Village)- present

Director: Eric Meurer (Lakefair Village)- present

Director: Kip Patterson (Westlake Village)- present

Guests:

Don Matsunaga, Steven Adams, Randy Hostetler

- Approval of April and June Meeting Minutes- Eric motioned to approve minutes. All in favor. Motion passed.

FINANCIAL REPORT:

(Tom) Profit & Loss

- Noticed office supplies cost is high. Found it is due to front-loading for the year.
- Legal & Acct.- bigger bump to \$5000 from \$2300. Tom is going to re-visit in Fall with Taylor Management to look at other options for accounting.
- Landscaping - \$8400 not used from previous year to use towards Lake infill project. Irrigation maintenance (\$5000).
 - Suggested to Pacific Landscape to provide time & materials breakdown to Taylor Management.
- Gen Liability insurance- just under budget and will stay static through the end of the year.
- Balance Sheet- Overall operating account- increase of 35k due to closing money market account.

- Willamette Valley Bank (WVB)- Taylor Management does not have access to this account, which is why the WVB number is the same from June 23-present. Tom will be visiting WVB and will have an update at September's Annual meeting.
- Tom recommends leaving all accounts under 1 bank institution for ease of operating.
- AR- we are not set up (accrual and cash base). We will be setting up a cash basis to be able to see the live dollars.
- Liabilities & Equities- 35k is from combining money market accts.
- Tom requested to transfer \$100,000 from our Operating Account at Umpqua Bank (which is not currently earning any interest) to Willamette Valley Bank in the following denominations and allocations:
 - 30K into a 3% interest bearing checking account / New Reserve Funding Account
 - 70K into a 5% interest bearing CD for a 12-month term

Kathy motioned to approve transfer of \$100,000 from Operating Account at Umpqua Bank to Willamette Valley Bank. Eric second. All in Favor. Motion passed.

- Note: Tom confirmed with Nolan (of Taylor Management) that the \$33,000 that remains in our operating account, at Umpqua Bank, would be more than sufficient funding for our operating account's monthly transaction needs.

REPORTS:

-- Report from the Architectural Review Committee

- ARC primary requests- solar panels, gutter drainage, house painting, tree removals, tree trimming sidewalk repairs, roof replacement, fishing license inquiries, street sign replacement (2)

-- Report from the RIC Committee

- Procedures are being followed.
- 1 violation to review by Board

-- Report from the Landscape Committee

- Overall, pleased with how landscape is going.
 - Lake has been well maintained.
 - Committee is continuing their quarterly walks with Pacific Landscape.
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- Pacific Landscape
 - Pacific Landscape bid has increased \$4k.
 - Pacific Landscape has been staying up to date on projects.
 - Infill project is complete
 - Plants will be replaced in the Fall.
- Horsetail management- Will weed at end of season.
- Committee has noticed that wildlife habitats have increased this year.

- Bark Project- \$12k-\$15k for next year's budget depending on increase cost of goods
 - 3 landscape bids for next year: GT Landscape, Cascade Landscape, Greenacre Landscape
- Trees needing to be pruned
 - Pine Trees
 - \$750 bid from R&R.
 - Kathy motioned to prune pine trees with R &R. Tom second motion. All in favor to approve 2 pine trees to prune. Motion passed.
 - 2 Ash trees in need of pruning (path from CSL to lake).
 - Steven will request bid from R & R to do work at same time of pruning pine trees.
 - 2 birch with limbs needing to be taken care of from 2020 ice storm.
 - Steven will request bid from R & R to do work at same time of pruning pine trees.

-- Report from the Staats Lake Association

- Duck/Goose Droppings
 - Contract with Pacific Landscape includes blowing the pathway. Droppings are sticky and does not blow easily. Pacific Landscape bid \$2k to clean.
 - Other Options to clean droppings along walkway
 - 1- volunteers with broom
 - Option 2- hire a current landscape person in the community to clean droppings.
- Blackberries on shore below path starting to show. Very few and very small. They do get sprayed and snipped every year.
- Trim back on over-hang plants occurs 1st week of September.

-- Report from Webmaster (Randy)

- Reminder: Contract with GoDaddy has been purchased and confirmed for 5 years.
- Last 30 days- 230 people have accessed the website
- Randy requested to add pictures to website.

- Amy Motioned to have Randy add more pictures of neighborhood to website. Kathy second. All in favor. Motion passed.

OTHER BUSINESS:

-- Condo sinkhole funding request

- East Association Board approved an attorney consultation to clarify who is responsible.
- Lake Association consulted their attorney.
- Condo Association had work done to fix the sinkhole- but does not feel they are liable to pay the entire cost.
- ISHOA decision is to pause and table discussion.

--RIC violation/non-compliance review

Rentals: If the homeowner is not present and the repeat violations are by a renter, where does the violation to the homeowner? Violations goes to renter and homeowner

--Annual Homeowners Meeting: Sept. 30th. 5:30pm happy hour. 6pm meeting start time. Amy will reserve banquet room and update board on cost for food.

--Graffiti Initiative: Tom will be obtaining a kit from the city to clean up area affected on the path to the lake.

--National Night Out- August 6th located on the West end of Lake Fair in the common area.
Potluck style dinner

ADJOURN

Kathy motion to adjourn. Eric second. All in Favor. Motion passes. Meeting adjourned at 7:52pm.