

**Minutes of the Annual Board Meeting
Meadowridge at Timberhill HOA
February 20, 2025**

Meeting was called to order at 7:00 p.m. at Timberhill Athletic Club. In attendance: Bill Buckley, President; Jim Carter, Treasurer; Ann Kimerling, Secretary; Michael Beachley, Member-at-Large; Rafael Miranda, Webmaster; Charlotte Fleming and Sherrie Tate, Fleming Properties, LLC; and 4 HOA members. There were 22 proxy forms. The quorum requirement for Meadowridge HOA is 20% of 93 lots, or 19 members. A quorum was present.

Jim Carter moved and Bill Buckley seconded the motion to approve the Minutes of the May 21, 2024 Board meeting. It was approved as written.

Election of board members: Bill Buckley, President; Jim Carter, Treasurer; Ann Kimerling, Secretary; and Mike Beachley, Member-at-Large. Mike Weaver is leaving the HOA in 2025 and will not be serving as a Member-at-Large. There were no other nominations for the board offices.

Jim Carter presented the 2024 fiscal summary and 2025 proposed budget. After discussion, Michael Beachley moved and Loretta Johnson, HOA member, seconded the motion to approve the 2025. Motion was passed.

Online payment of dues assessments by using a portal for debit/credit cards was discussed. Several systems were proposed such as Square, Stripe, and Fleming Properties' recommended Swipe Simple (World Pay). The HOA will conduct a trial beginning this July 2025 using Swipe Simple to see if this payment option is used enough to cover its costs to the HOA. An announcement of Swipe Simple will be in a Newsletter and on the website in May with information about costs to the homeowner and HOA. This does not replace the payment option of mailed checks or bank-issued checks.

There is a delinquent dues assessment account from one HOA member, so the CC&R and By-Laws collection procedure was reviewed. Three written letters were sent and a courtesy phone call reminder by Fleming Properties has been made. The next step is a certified letter stating the date that the lien will be placed on the property.

A short summary of the 2024 Reserve Study of Oregon report was presented by Charlotte Fleming. In 2025, the board can review the Reserve Study and make modifications and adjustments. [OAR 94.595]

American Bookkeeping and Tax Service, In. performed a financial review for 2022 and 2023 and found that the HOA finances were in order. The contract for 2024 financial review and 1120-H tax preparation will be \$300. Contract approved.

A&H Landscape contract services for 2025 will be the same as 2024 and cost the same amount - \$3,297.48/month. Contract approved.

Fleming Properties, LLC contract will start March 1st through December 31st, 2025 at \$750/month. Property management services remain the same as last year. Contract approved.

Maintenance update on the vandalized post office box on Arrowood Dr. near Honeysuckle Dr. This is the third calendar year that the US Post Office has listed this mailbox for repair and not done so. Bill Buckley volunteered to talk with the PO supervisor about when it expected to be repaired or replaced. 2025? 2026?

The three bridges on the HOA pathways need to be examined for dry rot and painting. A painting contractor will give the HOA an estimate of the condition of these bridges, especially the one in Section K by 29th St.

Wildfire hazards and earthquake preparedness were discussed and an HOA taskforce will be organized by Bill Buckley to research and recommend actions that the HOA can implement. An evaluation by a fire prevention specialist from the Oregon Department of Forestry was conducted December 3, 2024. She evaluated home in the adjacent Uplands HOA, and the Meadowridge properties south of Arrowood around the retention ponds and the walking paths. The report rates this area as High Risk. Oregon Explorer, interactive map provided by the Oregon Dept of Forestry, rates the Meadowridge and Preserve lots as Moderate Wildfire Hazard Class and within the designated Wildland/Urban Interface Boundary (WUI).

Reduction of flammable underbrush and thickets in the HOA common areas faces multiple problems. The streams are maintained and overseen by the City of Corvallis, state and federal water quality regulations, Endangered Species Act (ESA) and Corps of Engineers regulations. To clear two areas of blackberry and hawthorn thickets, the board requested an estimate from Northwest Tractor to complete this work by small tractor. Herbicides can't be used around riparian zones, springs, seasonal and year-round streams. City of Corvallis will have to review the proposal and require some permits. Tentatively, this may be completed in June. The taskforce will assess the drainage ways above Arrowood, Honeysuckle, Goldfinch as well as look at the eastern part of Meadowridge (Phases 2 & 3) which are grasslands and scrub. The committee will consider pursuing a FireWise Community certification. There are currently 6 FireWise communities around Corvallis: Skyline West, Vineyard Mountain, Soap Creek-Sulphur Springs Rd., Ridgewood Estates, Fair Oaks Dr., and Fir Ridge Pl. (west of Ridgewood Estates).

The Meadowridge HOA website will provide additional information on this project and links to the Benton County Wildfire Protection Plan 2016, OSU Extension Fire Program. Other links added at the recommendation of the taskforce.

Meeting adjourned at 9:00 p.m.