Annual Homeowners' Meeting Overview

- Welcome to new homeowners.
- Current board: Jeff Baker (President), Nathan Brown (Treasurer, stepping down), David Opatz (Secretary).
- Agenda anchored in 38-year-old CC&Rs: certify meeting, officer/DRC reports, director elections.
- Association purpose: maintain Sexton Mountain Meadows as a beautiful, marketable community; legal corporation registered in Oregon with liability insurance.
- Responsibilities: sound wall and monument landscaping, regulatory filings, title company responses, Design Review Committee stewardship.
- Not covered: homeowner plumbing issues, sidewalk maintenance (homeowner responsibility).

Financial Report and Dues

- US Bank balance: $21,584 to be transferred to Superior Community Management; reserve funds consolidated into main account.
- Largest expenses: management fees, insurance, property maintenance.
- Annual dues increased to $175 per home (third increase in 38 years); 161 homes. About $12 per dues payment goes to rebuilding reserves after prior years without collections.
- Dues payment options: one-time or monthly via new homeowner portal.
- Finance presentation slides available by email; website posting pending.

Transition to Superior Community Management

- Local, family-owned Superior selected after RFP, contract reviews, and references; chosen over a national company for accessibility and clearer contract.
- Contract term: 12 months effective September 1, 2026, renewable annually; terminable for cause.
- Outsourcing limited to specific services; authority remains with the elected board. Superior will present complaints to the board for guidance.
- Benefits: governance expertise, continuity of records/data, reduced burden on volunteers, improved communication via portal and email roster.
- Welcome letter scheduled for August 7, 2026, followed by a comprehensive welcome kit including dues information.
- Board shifts to oversight role, monitoring Superior's performance and authorizing actions.

Communication, Mailings, and Website

- Past issues: undelivered/returned letters (about seven due to address mismatches), lack of email/phone records, skepticism about mailings, high time/cost burden for volunteers.
- Interim actions: encourage homeowners to update contact details; collect emails and phone numbers to mitigate spam filtering and improve outreach.

- Website continuity challenges: previous lapse due to unpaid bill; site recovered by Brad; maintenance access unclear. Volunteers with web skills requested; consider tech-savvy family help.
- Plan: rely on Superior's homeowner portal for robust communication and roster; update website with new mailing address; eliminate current PO box and direct mail to Superior.

Design Review Committee (DRC) and CC&R Updates

- DRC remains in-house, not managed by Superior; decisions by committee based on covenants.
- Scope: exterior additions/alterations visible to others (paint, roofs, windows, front doors); roof shingle regulations include weight limits per square.
- Process: submit applications via website/email; discontinue physical submissions to the PO box.
- Considering expanded scope to include backyard structures visible from neighbors or street.
- Strong call for more volunteers; goal is a large, diverse committee (target ~10 members); typical workload modest and conducted via email.
- CC&Rs (38 years old) need modernization: clarify landscaping definitions (e.g., habitat restoration vs. lawn maintenance), backyard visibility rules, and street-tree replacements (consider city-approved species due to Oregon ash borer risk).
- Enforcement approach: complaint-driven; no proactive inspections by management company. Board may send reminder letters; evening walks may note issues but formal enforcement is based on complaints.
- Proposed change: restrict property inspections to board-led processes, replacing homeowner-to-homeowner inspections.
- Plan to convene an expanded DRC to draft clarifications and recommendations, with homeowner portal feedback mechanisms.

Board Elections and Roles

- Director election slate: David, [Speaker 1], and a third volunteer requested; Leda (Speaker 4), past secretary (2019), willing to help.
- New board slate approved by show of hands; officer roles to be assigned at a follow-up meeting.
- Bylaws require three board members; officers can be designated among them if volunteer numbers are limited.
- Estimated board time commitment ~1 hour/month due to Superior's oversight of operations.

Management of Outstanding HOA Fees

- Some homes have outstanding fees from before the pause in collections; previously no interest and balances settled at sale.

- New Superior process: initial letter, one reminder, then interest accrual if unpaid without further notification.
- Balance reset: all homeowner balances set to zero going forward; new $175 fee is the starting point for everyone.

Next Arrangements

- Transfer $21,584 from US Bank to Superior Management.
- Make last year's presentation deck available (via email; explore posting options).
- Begin capturing homeowner emails and phone numbers; maintain updated roster in Superior's portal.
- Superior to take over billing, starting with zero balances for all homeowners.
- Ask Superior if the management contract can be included in the welcome packet or posted on the portal.
- Determine communication channels available through the portal for meeting announcements; define interim channels until the portal is fully active.
- Hold election for director positions and subsequently assign officer roles.
- Update website with new mailing address after transition; eliminate current PO box.
- Recruit volunteers for the DRC (aim ~10 members); collect volunteers' phone numbers to improve engagement.
- Convene DRC to develop proposals to clarify CC&Rs (landscaping, backyard visibility, inspection process); consider a standardized street-tree replacement policy.