

# Minutes: Gabriel Commons Board Conference Call Meeting, July 8, 2020

The phone meeting was called to order at 6:05pm by the chair, Joel Glick. All other Board members -- Dianne Day, Maryann Lewis, Sharon VanSickle-Robbins and Jodie Trombly were present and a quorum was established. Owners present were Laura Miller, Peter Grazier, and Emily Polanshek. The June 10, 2020 Board Meeting minutes were approved.

## May Financial Report

Board Treasurer Jodie noted that, overall, we are under budget for the year, notably in the property maintenance budget.

## Committee Reports

### Maintenance: Joel

- Rick at MR Maintenance has partially completed the replacement deck at 3835. Work has temporarily stopped as he waits for a permit from the city, which is tentatively expected on July 15. Miller Consulting Engineers has completed a deck template design that can be used for all front decks on the west and south sides. Cost is \$4,681.
- A cherry tree fell on the north side and damaged the fence and gutter at 3855 and privacy fence between 3855 and 3857. Wind Thin was hired to clean up and remove debris for \$450. An existing large tree stump between units 3857 and 3859 was also removed for \$150.
- Although debris from roofs, gutters and downspouts was blown off this spring, some gutters and downspouts need additional cleaning. Joel to contact Rick about a possible second cleaning and removal of downspouts for a more thorough cleaning.

### Naturescape: Sharon

- The committee sent a new maintenance contract and bid to Luis, our current landscape provider. Requests for bids will be sent to other landscape providers as well.
- The committee wants to install additional irrigation and is reviewing a proposal from Scott Calvin at Abel Irrigation.
- The Drury's at 3895 have done extensive research to find an appropriate fast-growing tree to plant behind their unit. The tree was ordered and is scheduled to arrive Friday, July 10. They have agreed to share the cost with the HOA.
- The committee believes there is a need for bark dust and gravel to be applied to some areas of our property. They are getting cost estimates.
- The committee would like a Landscape Maintenance Request Form to be created and posted to our website. They will send a draft form to Joel to review with the Board.
- There are cherry tree cutups and cedar rounds on the property to be used by owners who have wood-burning fireplaces. Jodie and Maryann are researching the possibility of renting a mechanical log splitter to cut the wood to appropriate size.
- The committee meets on the first Tuesday of the month.

### Social: Syd

There was no June meeting due to the coronavirus. The next scheduled meeting is July 14. Syd welcomed renters at David and Lily's and Shira and Jonny's units and gave them copies of the Renters Handbook. The committee hopes to schedule a croquet game on the south lawn. Date TBD.

### Governing Documents Review (GDRC): Mary Lou

Amended Declaration: The Declaration has been officially approved (yay!) and is being processed at the county office.

Bylaws: The committee has a few remaining questions and is awaiting answers from our attorney Kevin Harker.

### Pool: Emily

The pool remains closed due to state coronavirus restrictions. The Oregon Health Authority has extensive pool opening guidelines if pools are allowed to open this summer.

### Re-siding Task Force, Decks and Fences: Sharon

- The task force is reaching out to Tim at J2 to review a set of three color options for the siding.
- The Board is aware that some owners would like to make adjustments to their units, such as adding/expanding windows. This type of work would be done in conjunction with potential siding replacement, at the individual owner's expense. The committee will contact owners inquiring if others want to make such adjustments as well.
- Decks: some decks are in need of repair or replacement. There will be a deck walkaround, possibly with Tim of J2, to assess the condition of all decks and prioritize deck replacement.
- Fences (applies to north side units only): The committee will send a fencing inquiry to the owners of northside units to determine height and purpose of any requested fences. Fence design will be patterned after the pool fence.

## **Old Business**

The Board voted to approve the new contract with MR Maintenance. The contract is from August 1, 2020 through May 30, 2021.

## **New Business**

- The Board approved a revised contract from Coast Paving covering a redo, with asphalt, of the curbs at entrance and entrance island. The contract also covers replacing curb damaged by a FedEx truck on northeast road. The total cost is \$6,379.16. Of that amount, \$2,818.94 will be paid from the insurance settlement with FedEx and \$3,560.22 will be paid from the Reserve Fund. Landscape Committee members will be overseeing this work.
- The Board approved a maximum of \$5,000 to replace Laura Miller's fence at 3855 and the privacy wall between 3855 and 3857. There was discussion regarding pre-stained wood. If existing bids don't include pre-staining, Laura will contact the bidders to determine the additional cost.

## **Owner Forum**

No queries from owners.

Meeting was adjourned at 7:00pm.

**Next meeting will be Wednesday, August 12 at 6:00pm, via phone conference call**

**The schedule for remaining 2020 Board Meetings is:**

**September 9**

**October 14**

**November 11**

**Date for Annual Meeting TBD**

**No meeting in December**