

# Oakridge Estates HOA

19215 SE 34th Street | Suite 106, PMB 170 | Camas, WA 98607



## Oak Ridge Estates Homeowners Association

April 3, 2023

### Annual Meeting Minutes (Virtual HOA Meeting)

#### Board of Directors:

**President**, Arty Martin Martin, 360.833.2097, Email: [Arty.Martinmartin@comcast.net](mailto:Arty.Martinmartin@comcast.net)

**Chair**, Titu Hariharan, 360.954.5014, Email: [t2\\_hari@yahoo.com](mailto:t2_hari@yahoo.com)

**Treasurer**, James Molina, 979.398.0981, email: [oakridgeestateshoa.treasurer@gmail.com](mailto:oakridgeestateshoa.treasurer@gmail.com)

**Secretary**, Loretta Benjamin-Samuels, 360.834.3393, Email: [Oakridgeestateshoa.secretary@gmail.com](mailto:Oakridgeestateshoa.secretary@gmail.com)

**Site Administrator**, Rich Atallia, [OakridgeEstatesHOA.website@gmail.com](mailto:OakridgeEstatesHOA.website@gmail.com)

A reminder to all in attendance that minutes from the meetings, bylaws, CCR (Convents, Codes, and Restrictions), and Architecture Review Forms are posted on the Association's website (<https://www.oakridgeestateshoa.com/documents>).

1. *Convents, Codes, and Restrictions (CCR):* These can be found on the [Association's website](#)

- CCR is the role of the Architect Review Board (ARB)
- Homeowner Ron Brown shared that all submitted requests have been approved. The processing of requests requires a 30-day turnaround. Currently, the average turn-around time is seven business days.

#### Certified Quorum/Homeowners Present:

Homeowner	Property		Homeowner	Property
Richard Atallia	3209 NW 29th Avenue		Arty Martin and Cindy Martin	3120 NW 29th Avenue
Tami Baird Andy Bordeaux	3601 NW Gravenstein		Mark Smith and Susan Smith	3009 NW 29th Avenue
Loretta Benjamin- Samuels	3155 NW 29th Avenue		Scott Schuler?	
Brian and Dianna Bleasdale	3126 NW 29th Avenue		Emily Stirling Stirling	3035 NW Gravenstien
Lance Fritz	3152 NW 29th Avenue		Rob Teams	3105 NW 31st Avenue

# Oakridge Estates HOA

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Naba Kanteh	3050 NW Gravenstein Street		Lori Tunstall	3025 NW 29th Avenue
Jeff Wynn	3087 NW Gravenstein			

## Meeting Call to Order

The meeting began at 7:00 p.m. with an introduction of all in attendance.

## Reading or Waiver of Reading and Approval of Minutes

Loretta Benjamin-Samuels read the May 20, 2022, minutes. Arty Martin Martin motioned to approve the minutes, and Emily Stirling and Jeff Wynn seconded the motion to approve the May 20, 2022, minutes.

1. **The Association's** Budget Report, presented by James Molina Molina, HOA Treasure: The budget is available on the Association's website (<https://www.oakridgeestateshoa.com/documents>).

## Treasure Report

### Common Area:

No new invoices for the common area lease were received (it is common practice to receive invoices sporadically). This line item is in the budget for future years. When the invoice is presented, it will most likely be for several years. Therefore, homeowner's dues for next year remain at \$120 per homeowner.

Multiple inquiries about the common areas and the need for additional maintenance exist. The budget for 2023 is \$2594.16 (\$216.18 times 12 months). The monthly fees have increased a little bit over the years. However, the current allocation will not be sufficient if additional maintenance is needed. For example, if any branches or fallen trees need to be taken care of, the current budget will not cover this expense. Suggestions to consider include:

- Leave things as they are, analyze the situation, and make changes in the near future
- Increase the yearly HOA fees per Homeowner by \$10 to create a buffer and to have approximately \$500 for other items.

Carryover Fees: A follow-up on the \$2600 carried-over fee from the previous year that does not match has been corrected.

PO Box: The fees for the PO Box increased, and there was a deposit, which is why it's changed from the previous, It shouldn't be this high going forward; it shouldn't be too high at \$240.

Licensing Permits: The fees increased to \$15 for renewal and \$20, so \$35. I'm not sure if we didn't get charged for those exact fees before, but those were the correct fees for this year.

# Oakridge Estates HOA

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Association Checking Account: The Association's checking balance was a carryover versus naturalized. Steps were taken to correct this. We are, therefore, much closer to the balance for this year, by about \$44.

# Oakridge Estates HOA

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## **Retention Pond Discussion as it relates to the Budget:**

**Emily Stirling:** I wanted to ask if there would be issues with the stormwater. Would we have cash on hand to address that? Is that the case with the \$20,000?

**James Molina:** Exactly. So if you look at our total cash at the end of the year, you'll see that it's removing that from the total so that we have it as a reserved cell.

**Emily Stirling:** OK. So that was three; this is the \$3000 and the amount of, likely, an additional offer we have for other unexpected expenses in the future year, or do we have a zero? Are we in the negative?

**James Molina:** If you take out the \$20,000, the balance is the unencumbered cash at the end of the year, which is \$16,440. \$20,000 plus \$1640 equals \$36440. Subtracting the \$20,000 leaves a balance of \$16440.

The \$20,000 has been a straight hold that is carried year over year. No adjustments have been made to this line item.

**Emily Stirling:** So I guess I'm trying to understand that, from a business perspective, we've seen a lot of inflation and cost increases. I have two questions:

1. Are we prepared to cover other unexpected expenses, and is the cash sufficient?
2. Is there a stormwater fund if we've been holding \$20,000? I just wonder if there is such a thing. If so, what did we base that off of, and could the expense be higher if something were to go wrong? And that's not a question for you, James Molina. I'm curious for those who've been on for a while to better understand those two thoughts.

**James Molina:** To add to your question, when did the HOA last receive a quote for the Stormwater Fund? I think the stormwater fund is why you're asking, right?

**Lance:** We've never received a quote, so what happened was that the city cleaned up the retention and treatment pond at the bottom. If you hike down 29th Avenue, take the back of the trail all the way down, and it's to your left before you get to the Parker Estates down there. And it was all overgrown with briar bushes. It was a mess, like 5–6 years ago. I don't know; maybe 8 years ago, I don't remember, but it had been a while since the city cleaned it all up, and shortly thereafter, they sent a civil engineering firm out to map, and they were using dyes so that they were tracking which catch basins were dumping into that pond because Clark County has allowed the municipalities to charge neighborhoods for maintaining those stormwater treatment facilities. So the next time that thing is overdrawn by bushes and shrubs and all that, they are going to trace that; they know who's contributing to that, and they'll come after the homeowner associations and say you owe \$28,500 and Holly Hills, you owe this much because they jump into the retention pond, or yeah, the retention pond up by Mark's house over the top of 29th, the meters out, the water that heads down the Greenbelt. So it's just total swag. My background is in stormwater treatment. It's been 10 years in the stormwater treatment business, so I know it's coming. And so look, let's just keep a little powder dry because I don't want to have to go around and assess every homeowner's \$500 to, you know, cover that at some point in time. We've run really lean, and then as we built up this cash balance, we plugged a certain amount in there that we didn't touch, and that's where that's coming from.

# Oakridge Estates HOA

19215 SE 34th Street | Suite 106, PMB 170 | Camas, WA 98607

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**Emily Stirling:** That is helpful background information, Lance, because I was trying to validate that the cost of doing home projects and stuff has drastically changed from six years ago to now. I was just trying to acknowledge, like, where did we peg that, and do we think that's still a good estimate, or do we want as a team to recognize that we don't, to your point, want to come after homes when that cost comes? We probably want to prepare for that, so do we need to make a plan that takes us to a little more preparedness there? So I'm curious, Lance, given your history and profession, what is that \$20,000? Do you still think that's a good, nice, comfortable number, or do we think we should?

**Lance Fitz:** You know, I would say it depends on how much the Holly Hills drop into there because I don't know how much of that remediation we would actually have to pay for if there were any. I can't tell how much Holly Hills dumps off the Northside or how much contributes to that. If not, it's another 50–60 houses; we have 57 in this neighborhood, so we divide the cost. It's probably light. It'd cost more than \$40,000 to remediate that facility down there. They brought in heavy equipment to tear the fence out so they could get access. It was a pretty big deal. They worked on it for a full week, and then, once they were done, they replanted it with native plants. This is a big deal. So it may be a little light, but I see that, as you know, we're still rare. I think 2018 was like last year because we spent more money, maybe a bit more than we took, but typically balanced the budget. Overall, keep adding to the total unencumbered cash. So, you know, we really probably have \$35,000 to play with. They came to us today and said it's \$70,000, you know, \$35,000; I think it's, you know, we'd still be fine. Yeah, I think it will cost money on things we don't need to spend money on. We are okay, and we will be okay.

**Mark Smith:** Just for background, I was president for 11 years. I went to the city and looked at their map with the gal at the time who did this. There are two retention ponds at the bottom: the one that Lance is talking about and another further down the road. They couldn't tell us which one we were responsible for, but we had 60% responsibility for one of those two ponds when they cleaned the detention pond across the street. Regarding the detention pond that Hollyhills owns, I went over and talked to that guy; he had a map of the city, and he looked. Our name isn't on any water detention system in the city, so that's good for us. Things change, and that gal has since left the city. So, I agree with Lance. I don't think we should, you know, stockpile a bunch of money personally, or rather, if something came up, just pay at that point because the other issue is that for an HOA, we can't. We can't hoard a bunch of money. It will start looking suspicious, and somebody will want to know what's happening. So, I think we should, you know, hold off for now and just wait and see. Either way, we're going to pay. Whether it's now or later, we're going to pay. So maybe time is in our favor.

**Emily Stirling:** Yeah. That's a super helpful background. So, I really appreciate all the history and the work you guys have done to figure that out. I don't disagree with your assessment of that. I just wanted to get caught up. So, thanks for that.

**James Molina:** So, the only thing that would be able to come again is how tight we want to play here. Like everyone says, we still have a surplus of money even after you take out the \$20,000. So it's pretty comfortable. So, the only comment I would make is to see how this year goes. We'll just plan it to the penny, maybe with a \$100 or \$200 difference. We can make an assessment afterward, and if there's a lot of maintenance that needs to be done, we can absorb it in a year, and then we can decide the following year if we need to assess dues again or not.

**Arty Martin Martin:** Oh, I'd like to mention that I think this is the best that our Commons areas have looked in the last couple of years since we got Jay's landscaping to do the work. They've given us some little shrubs and cut up tree limbs that have fallen and been removed, and they've helped us quite a bit.

# Oakridge Estates HOA

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We'll probably have to use some bark spread and maybe redo the dry riverbed on Dahlia and 31st Street.

**James Molina:** And that's technically not included in the budget estimate; it'll just be a difference, and as long as we are okay with that, unless you want to adjust mid-year or something, I'm not sure how that works.

**Arty Martin:** Any other thoughts on that process?

**Emily Stirling:** Given the unencumbered cash that we're ending the years with, we're like occurring a decent amount. I think I'm comfortable keeping HOA dues the same, then watching them and knowing again, and acknowledging in these minutes notes that the planned number is based on planned maintenance and there may be discrepancies(\*). If we all choose to, you know, add to that by sprucing up Arthur as he suggested, that's OK because we have the cash to cover it at this point.

**James Molina:** I don't want to get lynched when I'm really off by 500 bucks at the end of next year.

**Mark Smith:** You know, we used to set a budget, and in the budget for the year, we would account for that. And so, you know, we could set a budget of \$4000 with the understanding that this tree needs to be addressed at Park and whatever else. And I agree with you, Arty Martin: Jay's done a good job; it looks great. We should keep that at that, plan for some extra ground, and just go with that. I mean, that makes sense versus an unknown. So we don't want to spend \$8000, but you know, if we add another \$50 or, you know, \$100 to this, that should probably cover most of what you're talking about.

**James Molina:** I think it's going to spread and whatnot. They were thinking closer to \$300 to \$500. Like. It could be fairly expensive, especially if you have to do tree maintenance or whatnot, so I suggest adding between \$300 and \$500. We can let it run the way it is and know what the difference is, or we can take a swag at it without knowing what we need.

**Emily Stirling:** I think we definitely, like Arthur said, need bark; we need to pay attention to trees. We've had that issue this last year with the storms in the fall where we are. The trees in the common areas are getting older and need to be replaced because they are not surviving these storms. So maybe we just agree, James Molina, on meeting in the middle of a \$200 monthly buffer on planned maintenance and a monthly fee.

**James Molina:** Are you saying an additional \$200?

**Emily Stirling:** Was that what you were thinking?

**James Molina:** I was not. I was thinking about another \$500 for those one-off projects for the year, not per month. I guess maybe I'm dramatically underestimating all the projects.

**Emily Stirling:** Why don't we look at what we do? We know what our cost was this past year for tree maintenance. Why don't we suggest we add a separate line item based on the bark cost and the tree maintenance as a buffer for addressing those one-off issues again? Does that feel right to everyone? James Molina, I think you also proposed that, so I am just reiterating that.

# Oakridge Estates HOA

19215 SE 34th Street | Suite 106, PMB 170 | Camas, WA 98607

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**James Molina:** It was paid for in 2021, according to the bank statements. Jay's Landscaping consistently sends invoices; it's an automatic payment.

**Arty Martin:** The first year we had Jay's landscaping was a big year because there was a lot of cleanup. It should be standard the rest of the time, except we will need some bark sometime this year or next.

**Emily Stirling:** We could then add some buffer to consider the buffer and include the cost. James Molina will email Jay's Landscaping for a quote for Bark and share it later.

**Rich:** I recommend adding a line item, or could we have company maintenance, which is what regular maintenance should do when those are common area projects? That way, we can put anything else in there; it's more predictable on certain line items, and then we know what our fudge factor is, and whatever we put in that number, we still have a \$2300 net income for the year. It kind of comes out of that. That'll still buffer us if we stick within that budget and have almost three years of reserves outside the stormwater fund. So, we're really healthy. I'd assume that we don't need any increases to HOA fees or anything, knowing the state of health that we're in otherwise.

**Emily Stirling:** I like that. Great suggestion, Rich. Does anyone else have thoughts on that, just to be sure?

**Arty Martin:** OK, then. I think that was a good summary, Rich. Thank you for that. That should work for everybody, unless there's some other discussion they can move on to. Emily Stirling: Thank you, James Molina, for your hard work. This is awesome.

### 3. Other Business

#### *Dumpster*

**Jeff Wynn:** For his Eagle project to go ahead with the approval of the HOA. That was years ago, though. Oh, you're talking about the dumpster. Thank you to whoever sent me the information on that. I had no idea what liabilities we would have with something like that. So, I'm not worried about a dumpster anymore.

**Arty Martin:** I thought it was a great idea, too; however, when Cindy was on the board, she talked to the city, and they're the ones that told the HOA that we'd be responsible for any paint dumped in there, any illegal substances, and tires; we'd have to pay the bill on it. So that kind of went by the wayside.

#### *Neighborhood Block Party*

**Arty Martin:** What do you all think about having a block party? And the only place that could possibly happen where we wouldn't interrupt people's access to their homes is Grabenstein, between 29th Avenue and the 30th Circle. We could rope off that area, and everybody could still get back and forth to their houses without too much trouble. Gas grills can be brought over, or even a food truck can come up. And as long as we respected the neighbors' grass and stuff and didn't jump on their lawns and do that type of stuff, we could possibly get a neighborhood get-together like that.

**Emily Stirling:** I do not mind having the areas you are talking about, Arty Martin, be the central station for that if the other parts of Grabenstein do not agree with blocking off the street.

# Oakridge Estates HOA

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**Emily Stirling:** I am volunteering to be the Stelings, and Molines will lead the get-together. We will figure out a house for the kids. James Molina agrees to assist with the planning.

**James Molina:** We will email homeowners to encourage them to bring folding tables to keep costs down rather than rent. Cindy Martin volunteered to help.

## *GRAVENSTEIN STREET: Road Condition*

Emily Stirling: Gravenstein's Street road quality has deteriorated. We've reached out to the city recently. So I just wanted to share that news with the broader group here that the City of Camas has noted it and rated the street as "level 2". We are one level away from being repaved along Gravenstein. According to their protocol, the City of Camas has deemed it drivable. Funding for that has been difficult for the city, especially with our recent growth, but it's on their radar. So there's lots of repaving, and essentially, it was not slated to be repaved at this point, and they chose to proceed with what they usually do out in the country just to give it more traction. So I don't know if that achieved what it wanted to, but it had good intent, maybe poorly. Also, Loretta, just share the emails from the city; please enter the email in the meeting notes (\*).

## *HOA Board Vacancies*

**Arty Martin:** I've served as HOA president for four years, so I'm willing to move on to somebody else who would like the job. The HOA is looking for a new president and a member to join the ARB.

## *Tree Removal*

I learned from a member of a neighboring association that there is a process for removing trees and that we cannot unilaterally make the decision without involving the City of Camas for approval, even though the tree is located within the HOA.

**Emily Stirling:** The City of Camas must be involved if there is a standing tree. The HOA has only been dealing with fallen trees because of storms, and there is a need to remove limbs and debris.

Arty Martin moved to close the meeting. Motion to close the meeting by Jeff Wynn, and Emily Stirling Stirling seconded the motion. The meeting adjourned at 7:56 p.m.

**\*Note: The HOA dues will remain the same for now (\$120 per homeowner) unless there is a change in the planned numbers and maintenance. There may be discrepancies depending on the level of maintenance and cost. The Board will monitor.**

**\*Correspondence from the City of Camas regarding road conditions is attached.**

Submitted by:

Loretta Benjamin-Samuels  
Secretary, Oak Ridge Estate HOA