



**Lea Terra Park Homeowners Association**  
**7925 SW Connemara Terrace**  
**Beaverton, OR 97008-6978**

# **Lea Terra Park Homeowners Association**

## **Board of Directors Meeting Minutes**

### **September 2024**

#### **Call to Order:**

The meeting was called to order by Randy Hoaglin on September 17th, 2024, at 6:47 pm.

#### **Roll Call of Officers:**

Present: Randy Hoaglin, Linda St. John, Scott Mahon, Marilyn Bader, Pat Lach, Kelly Jones

Absent: Karla Marzineck

#### **Meeting Minutes:**

Motion by Kelly Jones to accept the August 2024 HOA board meeting minutes with changes, seconded by Pat Lach.

#### **Financials:**

Motion by Scott Mahon to accept the August financials, seconded by Marilyn Bader.

Outstanding balances for semi-annual dues will continue to be individually addressed.

#### **Landscape:**

Kelly motioned to accept the 3-year contract for Landscape East & West, Marilyn seconded.

Landscape East & West suggested that we do not put down barkdust until the spring, so we will get updated bids from them.

Landscape East & West provided a bid of \$1458.00 for fall planting – we need to add one azalea for 8020 SW Connemara and remove the dogwood from 7763 Raintree.

#### **2023–2024 Board of Directors and Committee Members**

**President:** Randy Hoaglin

**Secretary:** Kelly Jones

**Treasurer:** Karla Marzineck

**Vice President:** Scott Mahon

**Architecture Review Chair:**  
Linda St. John

**Landscape Chair:**  
Karla Marzineck

**Architecture Review Committee:**  
Marilyn Bader, Pat Lach

**Landscape Committee**  
Randy Hoaglin



## **Lea Terra Park Homeowners Association**

We approved a bid for Guardian Foundations and Construction to complete sidewalk repair for \$7044, but there will need to be tree removal. Karla and/or Randy will need to get the permits for the tree removal and sidewalk repairs.

There are 2-3 trees that will need to come out to address the sidewalk repairs that are needed. Arbor Ascent provided a proposal for tree-trimming, but we will go back to them to ask for an updated proposal that will include the tree-trimming.

Highland NAC sent an email offering free trees and planting. Board members suggested one Eastern redbud tree on Barberry just east of Sorrento and five American Yellowwood (four street trees on Barberry east of Raintree, one on Sorrento south of Barberry).

Landscape East & West provided two separate bids for repairing the catch basin at 7929 SW Connemara. We will present the homeowners with both bids for their review and approval.

### **Architecture**

One homeowner has submitted an application to install a new roof.

A homeowner would like to put up a ten-foot-tall gazebo in his backyard, and received approval from his neighbors, but Randy believes the CC&Rs prohibit it. He will review the governance documents and let us know what he finds before approving the installation and informing the homeowner.

Two segments of fencing along 7870 SW Raintree and 7855 Raintree Dr have been repaired.

### **New Business**

Annual meeting is next month.

CTA (Corporate Transparency Act) compliance required by December 31, 2024. Need to define and file for company applicant and beneficial owners.

### **Next Meeting:**

The next LTP board meeting will be held Tuesday, October 15th, 2024. The meeting was adjourned by 8:15 p.m.

### **Action Items:**



## Lea Terra Park Homeowners Association

Who	What	Status
Karla, Randy	The board will hire someone to scope the water lines at Sorrento to continue to troubleshoot the reason for exorbitant water usage at the Sorrento water meter.	This will not be done. We will be asking East & West to provide more details about the amount of water that's being used and we will install a wi-fi controller at that location.
Kelly	Schedule risk analysis meeting for LTP reserve funds.	Will be scheduled in the fall.
Randy	Send letter to homeowners of 7929 SW Connemara Ter with deadline to complete investigation with City and complete repair of irrigation box. (Landscape East & West will bill them directly.)	Not started.
Kelly & Scott	Set up Microsoft 365 for board use	In progress.
Kelly, Randy, and Karla	Complete bid process for sidewalk repair and confirm completed work.	In progress. Received two bids. Vendors to be reviewed
Randy	Contact City of Beaverton Emergency team to set up attendance at the October annual meeting	Done.
Karla and Kelly	Remove moss from sidewalk and top of LTP wall along Sorrento.	Not started, to discuss DIY options
Kelly	Draft forms to homeowners for contact information	In progress - Need to determine where homeowners should drop off completed forms
Karla and Scott	Manage contract with arborist to trim LTP trees on Sorrento to 8 feet over the sidewalks and 10 feet over the street.	In progress
Karla and Scott	Talk to Landscape East West about edging and shrub trimming that has not been completed.	Not started
Randy	Mail annual meeting notification to homeowners	Not started



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Who	What	Status
Kelly	Update Architectural Change form and add a place for the homeowner to sign at the bottom of the first page	Not started
Karla, Randy	Email Highland NAC regarding tree planting (required by 9/30/24)	Not started
	Sign 3 year contract with Landscape East & West and update	Not started
Pat	Confirm emergency preparedness presentation.	Not started
Kelly	Follow up with Karla re: CTA requirements	Not started

Respectfully submitted,

Kelly Jones,  
Secretary

Beaverton Greenway NAC meetings:

<https://www.beavertonoregon.gov/1224/Greenway-Neighborhood>

Beaverton Highland NAC meetings:

<https://www.beavertonoregon.gov/1226/Highland-Neighborhood>