

Minutes of the Board of Directors Meeting

Date	April 19 th , 2026
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Time	2 p.m.
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Meeting called to order by	Karyn Bird
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In attendance

Karyn Bird, Rob Putnam, Kevin Hawkins, Mukta Gupta, and Pam Burnor

Call to order

Karyn Bird called the meeting to order at 2:03 p.m.

Approve minutes from January 25, 2026 Board meeting

Karyn Bird moved to approve the minutes from the January 25, 2026 meeting as circulated. Hearing no objections, the minutes were **approved**.

Treasurer report

Kevin Hawkins reported that all 2026 assessments have been paid and one interest fee for late payment has been paid. Expenses for the year are as budgeted so far.

Landscape report

Pam Burnor said that Mauricio Flores from Pacific Landscape Management (PLM) told her he has been contacting a few homeowners whose trees are the HOA's responsibility to maintain, but he had been unable to reach three homeowners. So the HOA reached out to those homeowners, sharing Mauricio's contact information. Pam said she thought that if he and any of the remaining owners don't connect, we should allow Pacific Landscape Management to proceed with trimming as they see fit.

Pam also reported that earlier in the season, she had noticed that PLM left behind cut branches in the Dixon Creek drainageway. She reported that to PLM, and they came back to pick most of them up.

Next, Pam provided an update on the work of the Oregon Conservation Corps: she heard from a Meadowridge member that Meadowridge's work by the Oregon Conservation Corps is scheduled in May, which will provide us with a preview before our work starts in June. She asked the Meadowridge member to send her the exact dates so we can publicize that to our members.

The Uplands at Timberhill Homeowners Association

Finally, Pam gave an update on flooding and erosion control in the Dixon Creek drainageway, which is owned by the City of Corvallis. As she noted in January, the developer of The Preserve told her that 17 homes in our HOA were built closer to the creek than would be allowed under current engineering standards. While The Preserve was built with detention ponds, some stormwater runoff from that new subdivision is still drained directly into the Dixon Creek drainageway. We can expect stormwater to drain faster into Dixon Creek than before The Preserve was developed, increasing flooding risk. The City's Public Works director told Pam that they don't give advice on erosion control, so she consulted with OSU Extension Service, which sent Derek Godwin and C. Pierce McClendon to meet with her. These specialists confirmed that we can expect faster, more concentrated stormwater to flow into the drainageway in the future, especially once the homes are built. The OSU Extension Service representatives indicated that there are steps that could be taken to reduce the risk of flooding in our neighborhood.

Pam proposed that the HOA write to the City to note our concern that approval of The Preserve has increased our flooding risks and ask the City to clean up chokepoints in the drainageway and do ongoing maintenance to reduce flood and fire fuel risks. Karyn Bird asked if the OSU specialists would be willing to provide a report that we could attach to our letter to the City to give it more weight. Pam said she would ask. Mukta said we might offer an honorarium to the OSU Extension specialists. After discussion, the Board decided we could offer \$100 if it seemed appropriate.

The Board decided that Pam would draft a letter to the City for the Board to review and submit when it's ready.

Website report

Rob Putnam reported that the website is still running. In February he paid \$19 to renew the HOA's domain name. Kevin Hawkins moved to reimburse Rob for that expense. Hearing no objections, the reimbursement was **approved**.

Welcoming report

Kevin Hawkins reported that one property is under contract again. Karyn Bird reported that another near her has been listed recently.

Neighborhood watch report

Pam Burnor noted that the last police report included no burglaries at all. The City's new approach is to send a link to the monthly report posted on the website, which she forwards to neighborhood watch captains just as she previously forwarded full reports.

New business

Proposals to reimburse Kevin Hawkins \$1.56 for postage, \$50 for annual registration fee, and \$6.08 for certified mailing

Hearing no objection, these reimbursements were **approved**.

The Uplands at Timberhill Homeowners Association

Late payment of annual assessments

After discussion, the Board decided that future assessment notices will only mention the due date of March 1 and will clarify that we expect payment to be received by that date. The Board also decided that outstanding unpaid fees will be added to next year's assessment notices.

Other items presented at meeting

A Board member noted that one lot regularly has commercial vehicles parked in the driveway. The Board decided to monitor the situation.

For the next newsletter, the Board agreed to remind people to trim shrubbery overhanging sidewalks. The Board decided to aim to send the next newsletter around June, once we know dates for Oregon Conservation Corps in Meadowridge, and to include a reminder about National Night Out. [Subsequent discussion confirmed that work by the Corps is expected in May, so the newsletter will be sent sooner as well.]. The Board agreed that Pam will request a visit by City public safety staff and by the retired firefighter involved with the Timberhill Townhouse Association.

Set date and time for next Board meeting

After discussion, it was agreed to hold the next meeting on Sunday, July 19, at 2 p.m. at the Timberhill Athletic Club. Pam Burnor agreed to reserve the room.

Adjournment

The meeting was adjourned at 3:04 p.m.