

# Little Whale Cove Homeowners Association, Inc.

P.O. Box 49 • Depoe Bay, Oregon 97341  
lwcha@lwcha.org

Gatehouse: (541) 765-2489  
Fax: (888) 919-3393



## Regular Board of Directors Meeting Minutes May 24, 2024

- I. Call to Order and Establish Quorum
  - A. Present: Paul Banas, John Davisson, Bill Johnson, Greg Steinke, Les Blumenthal, and Dena Patterson
  - B. Additions to the Agenda -None
  - C. General Announcements:
    1. Presentation by Karen Rockwell and Dan Butler of the Lincoln County Housing Authority on the Depoe Bay Townhomes
      - 12 Townhomes, max 4 persons each, built along Hwy 101, one entry point
      - Six foot fencing on north , west and south sides of property
      - Project start August 2024 thru September 2025
      - Project drawing boards available in Rec Center for review
      - Suggested LWCHA letter to them regarding concerns over traffic issues
    2. Presentation by Karl Karon of OM Designing on Depoe Bay sewer extension from south end of Walking Wood to Oceana
      - Must extend sewer line to Oceana since no new septic systems are allowed and there are 18 platted lots available—only one to be built near future
      - Will be gravity feed (no pumping station) using 8-inch pipe
      - Work will tear up existing LWC path and vegetation in area for approx. 2 weeks next spring—will replace all and add safety railing and less steep grade on path to cove
  - D. Opening Homeowner’s Forum—two comments
  - E. Motions to approve the March 29<sup>th</sup> Joint Board Meeting Minutes and the April 26<sup>th</sup> Regular Board Meeting Minutes approved unanimously
- II. Reports
  - A. Management Reports
    1. Financial – Greg Steinke
      - a. Monthly and Year-to-date budget review
        1. April operating expenses were under budget by \$3,436
        2. Year-to-date operating expenses are over budget by \$1,330
        3. Total Operating Fund Balance is at \$234,941
        4. Total Reserve Fund Balance is \$529,151
        5. April Reserve spending was \$6,589
      - b. Budget committee work is complete after hosting a Town Hall on May17<sup>th</sup>
    2. Administrative – Dena Patterson
      - a. Central Lincoln PUD and Spectrum have completed their required road repairs except on Singing Tree; still awaiting road repairs from Depoe Bay

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- b. Working on getting quotes for concrete pads to install new parcel lockers for LWC and Innisfree from Post Office
  - c. Will be streamlining communications to community with a once-per-week Happenings on Monday's (Tuesday if holiday) to include all committee notices and flyers when submitted by the previous Friday
  - d. Will be working on new assessment information upon Board approval of next fiscal year's budget
  - e. There will be a Cove cleanup of winter debris washed in by storms, followed by community BBQ on Saturday, 1 June beginning at 10:00 AM. Bring work gloves
3. Maintenance – Pat Hossle
- a. Continuing repairs to boardwalks and street signs
  - b. Yves put out trees and plants from our nursery in preparation for replanting in selected areas, including the Tract B blackberry area periphery
  - c. Staff will begin work (as weather allows) on properly installing north-side ocean path railings and additional support posts, power-washing and painting over the next few months
  - d. Outside pool storage area has enclosed
  - e. Overhead tree limbing by staff and contractors to begin soon
  - f. Review of June maintenance tasks
- B. Committee Reports
1. Architectural – Scott Whitmire
    - a. Scott Whitmire is the new Chair as of the April meeting
    - b. There have been too many "pre-approval requests" lately with unrealistic expectations. Owners need to follow the normal schedule of the AC meetings (i.e., first Thursday of each month) unless a true emergency
    - c. The next meeting is 6 June
  2. Forest Management – David Dumas
    - a. David reported a successful Arbor Day program and Chili Cook-off on May 4th. The presentations are available if you missed them.
    - b. Arbor Day re-planting work party has been rescheduled for 31 May at 10:00 AM. Meet at the cleared blackberry patch near gate. A second work party will be held 8 June, time/location to be announced
    - c. Flail mowing and removal of four mostly dead holly trees in this Tract B area will also happen next week
  3. Reserves – John Penrod
    - a. Working with Pat Hossle to schedule planned road work
    - b. A motion for the Board to approve the April Reserve expenditures was passed unanimously
  4. Safety – Anne Bradley

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- a. Anne reported on the 22 May Depoe Bay emergency management planning meeting progress on evacuation plans
  - b. Depoe Bay is hosting a “Are You Ready” event at the Depoe Bay Community Center from 10:00 – 2:00 on Saturday June 8<sup>th</sup>
  - c. There is a new “crossword puzzle on the Safety Committee webpage that will lead to multiple informational topics on safety and door prizes
  - d. The “Fire Resistant Plants” presentation from the Arbor Day event is available on the Safety Committee webpage
5. Social –Kelly Caldron
- a. Kelly reported a very successful silent auction event raised \$5,862 for a new sound system for LWC musicians. All these funds will go to the purchase and maintenance of the new sound system. A subcommittee of musicians will determine what equipment to buy. This equipment will be available for all LWC community events, but not to private functions. The Social committee will maintain this system through their budget, not LWC Reserves
  - b. There will be a “community exchange on 22 June for LWC residents only – it is not open to the public
  - c. Umpqua Bank will be conducting a “Fraud Protection” seminar on 20 June at 3:00 PM at the Rec Center
  - d. FLWC funds balance is \$3,449 (not including sound system funds)
6. Welcome Committee—Molly Dumas no report
7. Energy Resilience Program—Joe Cannon
- a. Status update on program with Depoe Bay
  - b. Phase I grant accepted by state agency authority on 14 May
  - c. Overview of supporting companies oncore energy (for fuel cells) and APTIM for implementation)

A motion was made to approve all management and committee reports, approved unanimously.

### III. Old Business

#### A. Exercise Room Progress – Paul Caldron

1. Paul reported that all demolition, most painting and the new lighting system have been completed, thanks to the hard work of number of volunteers and Green Light Electric.
2. The flooring has been delivered but installation is behind schedule due to contractor unavailability. Projected re-opening on 10 June may have to slide a week or so.

#### B. Budget Committee Update – Greg Steinke

1. Greg presented a summary report of budget committee activities leading up to the May 17 Town Hall meeting, thanking the members for their hard work

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2. The final proposed budget for FY24-25 was included in the Board's packet
  - C. Election Committee Update – Vicki Berchou  
Vicki reported that after research by the committee and Dena, they had settled on an electronic voting package called ElectionBuddy costing \$299/year to do some testing before formally recommending to the Board.
    1. LWC currently spends >\$800 for the annual election, not counting many hours of office labor. Dena would send an email to all residents to “opt-in or opt-out”, preserving the option for paper ballots.
    2. The committee will continue its review and testing, and make a final recommendation, along with proposed changes to Election Policy 18-05 for the June Board meeting
  - D. Governance Committee –Paul Banas
    1. Paul reported that the committee held two meetings in May to review suggested edits and proposed changes to the LWC CC&Rs and ByLaws. The committee unanimously agreed on these, and is compiling a “final markup” to discuss with our attorney in July when the new budget year starts. The goal to have the community vote in September
  - E. UV Light Pool Conversion Proposal
    1. The final revised conversion proposal cost is \$4,136 for new equipment and installation and \$1,200 permitting fees to the state of Oregon.
    2. Paul Banas recited the positive reasons to proceed with the project using current year operating funds from interest earned. John Davission made a motion to proceed and the Board unanimously approved
- IV. New Business
- A. FY 2024 – 2025 Budget  
Les Blumenthal made a motion to approve the submitted FY24-25 Budget, which was unanimously approved by the Board
- V. BOD Closing Statements—no comments
- VI. Adjournment  
A motion was made by Banas, seconded by Steinke to adjourn the meeting at 12:15 PM, passed unanimously.

Submitted and Signed:

*Paul J Banas /s/s*

Paul J. Banas

Chair, LWCHA