

MINUTES
HIDDEN SPRINGS NEIGHBORHOOD ASSOCIATION
JUNE 21, 2005

05 JUL 20 PM 5:05
CITY OF WEST LINN

Draft Approved 7/19/05

ASSOCIATION OFFICERS IN ATTENDANCE

Acting President, Lynn Fox
Secretary/Treasurer, Donna Baker

WL POLICE LIAISON OFFICER PRESENT

Police Chief Timeus, Sgt. Kempas, West Linn Police Department

INVITED SPEAKERS:

Bryan Brown, Senior Planning Director, City of West Linn
Terry Pennington, Planning Commission, City of West Linn

The June 21, 2005 monthly meeting of the Hidden Springs Neighborhood Association was called to order by Lynn Fox, acting President at approximately 7:10 PM at the Adult Community Center, 11800 Rosemont Road, West Lin, Oregon. The minutes of the May 15, 2005 meeting were distributed, reviewed. Barbara Eden moved that the May 17, 2005 minutes be approved. Gary Heitsman seconded the motion and the membership unanimously approved the minutes by counted vote of the membership. Thirteen (13) members and Three (3) quests were in attendance.

COMMMITTEE REPORTS:

Treasurers Report - \$637.64 were in the account prior to a distribution to the McGruff House program in the amount of \$275.00, pursuant to HSNA resolution at the May 17, 2005 meeting. The remaining balance is \$362.84. Any money not spent on HSNA business by June 30, 2005, will be returned to the City. Submitted by Treasurer, Donna Baker

Police Advisory Committee Report - The Police Advisory Committee met on Tuesday June 14, 2005. Harvey Schulz attended on behalf of HSNA. The Police Advisory Committee will review its objectives. Acting Police Chief Timeus was introduced, as was Acting City Manager Grazini. The committee will continue evaluating location of a new police station. Gary Heitsman requested information regarding the size requirements for a new Police station. Bob Thomas wondered if there will be sufficient citizen input in the process.

Traffic Safety Committee Report - On 6/15/05 a letter from Chief City Engineer Hudson indicated a cross walk would be installed on Hidden Springs at Suncrest.

By-Laws Committee Report- Charles Lytle, chair of the By-Laws Committee, proposed an amendment to the by-laws to provide for an orderly process in the event of election within the regular term of a serving, elected officer. The proposed amendment is as follows:

To avoid factions precipitously voting sitting officers out of office during the normal term, the intent to put forward a motion to call for election of officers must be made in writing to the President at a duly-called meeting. Such written notice can only be made by an eligible member in good standing who has attended at least three (3) duly-called meetings within the previous twelve (12) months. After written notice of intent is received by the President, formal motion will be allowed at the next regularly-called meeting. In order to effectively inform the membership, the actual election will occur at the following regularly scheduled meeting. The formal motion and second and voting on the motion must be by eligible members in good standing who have attended at least three duly-called meetings within the previous twelve (12) months.

Discussion: Gary Heitsman felt the proposed amendment did not allow sufficient time for concerned members to show up. Mr. Thomas was not sympathetic towards people who did not participate. Harvey Schulz saw both sides. If you don't show up you are in favor of what passed and in favor of what did not pass. Gary Heitsman believed there would be more participation if the requirement to attend three meetings in the previous year was removed from qualification to vote in the election.

Chuck Lytle amended the proposal to remove the three meeting requirement within the previous 12 months a necessity to vote, and made the motion which was seconded by Gary Heitsman. The motion was restated to the membership. Nine (9) members voted to approve the amendment and one (1) member voted no. The amendment to the by-laws passed nine to one. A copy of the amendment as passed is hereby attached and made a part of the minutes.

OLD BUSINESS:

NEW BUSINESS: Interim Police Chief Timeus was introduced by Sgt. Kempas.

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HSN Minutes

GUEST SPEAKERS: Mr. Bryan Brown, Senior Planning Director for the City of West Linn gave an extemporaneous presentation regarding infill annexation and the expedited land use process. He stated that the appropriate time for public input is at the public hearing after the annexation application is complete. Lynn Fox pointed out that Lake Oswego allows properly trained citizens to attend preapplication meetings and asked if that would be possible in West Linn. Mr. Brown advised the membership to use the City Web site for information regarding planning issues. Minutes to preapplications are available at www.west-linn.or.us, as is access to West Linn City Code, the Municipal Code, calendars and agendas.

Mr. Pennington provided information regarding the requirements to obtain and maintain "standing" regarding annexations and land use proposals. He also provide information and answered questions regarding the Planning Commission's efforts to modify the Single Family Home Building Code to protect the integrity of existing neighborhoods. He explained the relationship of lot size to the square footage of the structure. He also provided information regarding basements and how they relate to the 45% square footage limitations of house to lot size. Members interested in supporting the efforts of the Planning Commission can attend Planning Commission meetings and write to the Mayor and Council requesting that the Council accept the code changes as submitted by the Planning Commission, to be applied equally to the entire city.

A motion was made by Harvey Schulz, seconded by Curt Sommer and passed unanimously to hold the next regularly scheduled meeting on June 21, 2005 at 7 PM at the WL Adult Community Center.

The meeting was adjourned at approximately 10PM.

Respectfully submitted,

Donna Baker, Secretary/Treasurer

Lynn Fox, Acting President

b) The Vice President

- 1) Assists the President in carrying out the duties of the office.
- 2) Presides at meetings in the absence of the President.
- 3) Serves as Chairperson of the Neighborhood Liaison Committee.
- 4) Ensures that all committee chairpersons have basic materials to perform their functions.
- 5) Exercises the duty of President when so delegated by the President or when the President is unable or unavailable to exercise those duties.

c) Secretary-Treasurer

- 1) Maintains the roster and tally of eligible members in good standing. Before each meeting is called to order, calculates the quorum and records in the minutes and communicates orally to the members present the quorum number, the total number present of eligible members in good standing, and that the quorum has been met.
- 2) Keeps permanent record of minutes of all meetings, correspondence, and HSNA records, property, and archives.
- 3) Provides and coordinates meeting notices and other activity notices of the HSNA.
- 4) Maintains a current list of officers and committee chairpersons and exercises the duties of the resident, when so delegated by the President, or when the President and Vice President are unable or unavailable to exercise those duties.
- 5) Maintains the financial records of the HSNA.
- 6) Prepares and delivers to the President any financial reports to be submitted to the City.

Section 3. Elections of Officers

- a) An initial election of officers shall be held after the by-laws are adopted by a majority of the eligible members in good standing at the organizational meeting.
- b) Any eligible member in good standing may nominate any other eligible member in good standing, including himself or herself, for any elected office.
- c) Officers will be elected by majority vote of the eligible members in good standing after their nomination has been properly moved and seconded.
- d) If no nominee receives a majority of votes in a contested election, there shall be a run-off election between the two nominees receiving the most votes.
- e) To avoid factions precipitously voting sitting officers out of office during the normal term, the intent to put forward a motion to call for election of officers must be made in writing to the President at a duly-called meeting. Such written notice can only be made by an eligible member in good standing who has attended at least three (3) duly-called meetings within the previous twelve (12) months. After written notice of intent is received by the President, formal motion will be allowed at the next regularly-called meeting. In order to effectively inform the membership, the actual election will occur at the following regularly scheduled meeting. The formal motion and second and voting on the motion must be by eligible members in good standing who have attended at least three duly-called meetings within the previous twelve (12) months. **Voting in the election may be by any eligible member in good standing.**