

**MINUTES OF THE BOARD OF DIRECTORS' MEETING OF THE OAK HILLS HOMEOWNERS' ASSOCIATION
HELD ON OCTOBER 2, 2013 AT THE OAK HILLS CHRISTIAN REFORMED CHURCH, MEETING ROOM, 2815
NW FOREST AVENUE, BEAVERTON, OREGON AT 7:00 PM.**

PRESENT: Dan Smith, President
Amy Barton, Vice-President (7:42PM)
Linda Marshall, Secretary
Robert Erickson, Treasurer
Sara Bourne, Director
Sheila Brewer, Director
Brad Buchholz, Director
Elizabeth Chapin, Director
Jim Erzen, Director

BY INVITATION: Jed Spera, Community Manager CMCA, CAMP, AMS
COMMUNITY MANAGEMENT, INC. AAMC

Owners as listed on the sign-in sheet.

I. CALL TO ORDER

The meeting was called to order at 7:01 PM.

II. HOMEOWNERS COMMENTS/ISSUES

A homeowner would like to organize a community clean-up event for community members that would like to donate items to charity. This homeowner has a contact that has done this with another community and proved very successful and feels that it would add to the work that the Board is doing for policy and procedures.

A request was made to extend the agreement time period for the use of the Rummer House Tour funding and how to best use those funds. The current agreement with the Board only extends through December 31, 2013.

A homeowners noted concern with large loose dogs on the greenway areas, describing a recent confrontation with a large dog. Brad Buchholz noted that the practice had been that dogs had to be under control, whether on a leash or not. Board members shared their comments regarding the issue. Dan Smith encouraged owners to speak to their neighbors or report dogs that are not under control.

A homeowner expressed concern about the number of trees that have been cut down in the neighborhood. Sara Bourne explained that permission from the Association is only needed if the tree is located in the parking strip in front of the home. Additionally, Sara Bourne explained that many of the trees are removed because of sidewalk safety issues. In these cases the ARB requests that owners replace the trees with a more appropriate variety. Robert Erickson explained that one of the CC&R changes that was submitted to the owners for approval, that would have given the Association more authority over landscape changes, failed to pass.

A homeowner reported that a home that has been the focus of landscape compliance over the last several months has been cleaned by Sunny's Yard Maintenance. A neighbor has offered to mow the lawn and help keep it maintained.

A homeowner noted opposition to the banning of carport tents in the RV Lot. Concern was expressed that this was meant to punish a few homeowners that did not properly maintain their tent.

Concern was expressed by a homeowner that the Board newsletter had inappropriately used Association money for communication to selectively report on certain groups within Oak Hills. Brief discussion related to this topic followed.

III. APPROVAL OF MINUTES

The minutes from the meeting of September 4, 2013 were reviewed.

AGREED

Linda Marshall moved to approve the minutes of September 4, 2013. The motion was seconded by Robert Erickson and approved without objection, with Elizabeth Chapin abstaining.

IV. 2013-2014 BUDGET

Robert Erickson reported on the final draft of the 2013-2014 budget that had been completed based on the two previous Board meetings and discussion with Board members regarding anticipated expenditures. Robert Erickson went through each line item and noted changes from previous drafts of the budget and previous expenditures. Robert Erickson noted that the budget represented a deficit and would likely require an increase in fees in the future. Discussion regarding the budget followed.

AGREED

Robert Erickson moved to approve the 2013-2014 Budget as submitted. Motion seconded by Brad Buchholz and approved without objection.

V. RECREATION

Sheila Brewer reported that she continues to work toward a proposal for a Recreation Committee.

VI. RV LOT – Revised Contract

Elizabeth Chapin noted that she had sent out the new contract to the RV Lot owners. Elizabeth Chapin has received feedback from RV Lot users. Questions/comments regarding tent use, leaf clean-up, space cost, double space use and other comments were noted. There is another month of contract comment period. Discussion followed regarding the contract, much of it focusing on tent use and whether tent use should be eliminated or regulated more extensively. Homeowner comments were taken.

VII. ARCHITECTURAL REVIEW – Distribution of Policies

Sara Bourne sent the Board several architectural policies for review at the November meeting. Sara Bourne elaborated on a few of these policies and some feedback was provided. Sara Bourne will take comment and questions from the Board over the next month prior to presentation at the next meeting.

VIII. URBAN AFFAIRS - Letter to County Commissioners

Elizabeth Chapin moved that the OHHA Board send a letter to the Washington County Commissioners based on the draft provided to the OHHA Board by Attorney Tim Ramis regarding the Cultural Resources Inventory and the Historic Cultural Resource Overlay District. Motion seconded by Brad Buchholz.

Discussion followed regarding the letter and each Board member was provided an opportunity to speak about the motion. The focus of the discussion was regarding the timing of sending the letter and how the Association uses its CC&Rs to enforce the rules of an overlay.

A vote was taken and the motion failed.

AGREED

Motion made by Brad Buchholz to review the Letter to the County Commissioners at the June 2014 Board of Directors meeting. Motion seconded by Jim Erzen. Motion approved with opposition by Linda Marshall and Robert Erickson, and abstention by Elizabeth Chapin.

IX. INTERNAL AFFAIRS – BRAD BUCHHOLZ

Linda Marshall noted that applications are being taken for the Standards Committee. There will be a committee to review applications and recommend committee members. All applicants will be interviewed.

X. NEW BUSINESS

1. Recreation Bathroom Improvements

Dan Smith reported that \$8,500 had been set aside for the improvements of the bathrooms. However, the current costs for the bathrooms, including the optional upgrades, will be more than the budgeted amount. Sara Bourne asked the Board if they would like to approve the increase in costs for the addition of two toilets and possibly four new sinks.

AGREED

Motion made by Jim Erzen to approve the expenditure of \$12,800 to be used from the reserve budget to repair and remodel the recreation bathrooms. Motion seconded by Linda Marshall and approved without objection.

2. Historic District Street Signs

Robert Erickson reported that there was \$3,500 from the Bethany Boulevard mitigation money that could be used for neighborhood enhancement, including the production and installation of 44 street sign “toppers,” by Washington County. Robert Erickson reported that negotiations continue with Washington County. Additionally, the County has agreed to paint the interior (homeowner) side of the wall along Bethany Boulevard. Additionally, wall cover will be placed over the wall. Trees will also be installed for beautification. It is likely that Oak Hills will eventually be responsible for the maintenance of the trees.

3. Fences

Sheila Brewer reported that she had received a call regarding the appropriateness of the fencing on the exterior of the property. Sara Bourne commented that the CC&Rs note that homeowners are responsible for the maintenance of the fences that are part of Oak Hills.

4. Clarification – Historic District

Darla Castagno noted that the Historic District was not started because of the Bethany Boulevard widening, but had been started earlier, in 2008.

5. Bethany Boulevard Wall

Darla Castagno asked that the Board consider a policy toward the painting/customization of the wall at individual lots. Dan Smith noted that it would be referred to the ARB for review.

XI. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:28 PM.