

**BOARD OF DIRECTORS MEETING
OAK HILLS HOMEOWNERS ASSOCIATION
AUGUST 13, 2014
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MINUTES OF THE BOARD OF DIRECTORS' MEETING OF THE OAK HILLS HOME OWNERS ASSOCIATION HELD ON AUGUST 13, 2014 AT THE OAK HILLS RECREATION CENTER, NW FOREST AVENUE, BEAVERTON, OREGON AT 7:00 PM.

PRESENT: Dan Smith, President
Sara Bourne, Vice-President
Sara Gauntt, Director
Sheila Brewer, Director
Brad Buchholz, Director
David Boyd, Director
Linda Marshall, Secretary

ABSENT: Robert Erickson, Treasurer
Jim Erzen, Director

BY INVITATION: Tom La Voie, Community Manager CMCA, CAMP
COMMUNITY MANAGEMENT, INC. AAMC

Owners as listed on the sign-in sheet.

I. CALL TO ORDER

The meeting was called to order at 7:00 PM.

II. HOMEOWNERS COMMENTS/ISSUES

An owner questioned when the new building project would take place. He is concerned that the concrete pouring is better in the spring and summer, and the project shouldn't be rushed to get it finished by next June. He suggests having alternate programs in place while the center and pool is being built.

Owners were concerned that a vacant house might be ransacked. Brad Buchholz stated that there are in fact two empty houses, one on Norwich and one on 154th Place. The mortgage company claims that they do not own the Norwich house yet, and thus are not responsible for caring for the yard. It was reported that the former owners are coming back and digging up rose bushes and removing other things from the house. Sheila Brewer suggested that neighbors call the police and report suspicious activity. Those present were advised to call 911 whenever suspicious activity is observed.

CMI will initiate a title search on the Norwich property so that the Committee will know to whom letters will be sent. According to Buchholz, the compliance process may take three to six months if all steps are followed. Buchholz stated that the Committee is following the protocol and that there have been about 8 letters sent to owners this year, with some positive responses.

Brian Gauntt asked if Buchholz was following the CCRs. Buchholz answered affirmatively, so Gauntt asked if the owners need to amend the CCRs to allow the board to act more quickly. Brewer would like to see the process streamlined. Buchholz stated that the formation of the Internal Affairs Committee has been a big help. He stated that he is not fast to fine, and that he consults the Board about every issue.

Dan Smith stated that a change has occurred, as the committee is not waiting for complaints, but is being proactive. The committee was formed, the fine schedule has been tripled, and monthly reports are submitted to the board. He sees this as progress. This new structure

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only started in May, and Smith asked the owners to give the committee a chance to work. He asked that the community withhold judgment for one full year.

Darla Castagno passed out an email regarding the Washington County Museum's request that Oak Hills sort through their archives to find documents that the museum will house and display. Linda Marshall will assist Castagno next month.

Some owners voiced their concern about the perception that the rec center is not safe. They asked that the Board assure them that OHHA is a safe place. Dan Smith responded that the rec center is not unsafe, that all safety issues have been addressed, and he hopes that the word gets out that all of the unsafe issues have been resolved on a temporary basis. But something must be done on a permanent basis, there is no other choice.

Another owner is in support of the rec center, and feels that the community needs to support this as a community neighborhood and a community gathering place.

Dan Smith stated that any owner may contact him if they have issues or questions concerning lots that are in disrepair.

III. APPROVAL OF MINUTES

The minutes from the meeting of July, 2014 were reviewed.

AGREED: Sarah Gauntt moved to approve the minutes the minutes of July, 2014 as submitted. Sheila Brewer seconded the motion which passed without objection.

IV. TREASURER'S REPORT

Robert Erickson was not present, so Dan Smith provided the Treasurer's report for the period ending June 30, 2014. He noted that the July 4th income came in where it was expected, and that the budget will be balanced by year's end. Budget preparation work will begin in September, and Erickson will present the proposed budget to the Board for approval.

V. REC CENTER DISCUSSION

Sara Bourne stated that the Committee has met with several construction firms, and plans to meet with several others. Mack Thames, who works for Sierra Construction Company, lives in Oak Hills and has offered to help with the project.

David Boyd provided an update on the financial side of the project. He stated that he has talked with five banks and has met with the four who expressed interest. None of these had any reservation with providing up to \$4 million for the project. Once the total scope of the project is identified then he will begin to narrow down the field to a final two or three for Board interviews.

Boyd commented that he has been working with CMI to determine the extra expenses that would be necessary to collect any additional fees. He stated that there are a lot of cost effective options. The OHHA attorney has stated that a 2/3 majority at a meeting called for that vote is necessary for the special assessment.

Bourne reported that three block coffees have been held and that the others have been scheduled. Once that process is completed, the Board will have a better idea of what the proposed design will look like.

Dan Smith asked how all of the information being gathered by the separate Committee people will be consolidated into a final product.

Surveys were discussed at length. A short and simple survey could be used immediately to determine the level of support for the project. A more detailed survey could be crafted to determine what amenities should be included in the project. The survey could ask for owners to determine which amenities are "have-to" and which would be "I-wants" or "I wouldn't use" including kitchen, meeting space, storage, pool extension, pool deck, indoor sports area.

Sara Bourne stated that we should be building around the community needs. Sheila Brewer would like to continue the coffees and then design a survey as a follow up. Dan Smith stated that the survey is needed as a second source of data.

In addition to determining a final cost for the building project, it is also important to know what the cost would be to correct all of the issues with the existing facilities. That baseline number for fixing, repairing and rebuilding the existing buildings would help people understand that not building new facilities would also require the Association to find substantial funding to keep the existing buildings safe and code-compliant.

Considerable discussion ensued regarding the format of the survey, the content and sample questions. It was agreed that Sara Bourne, Sarah Gauntt and Sheila Brewer would work on constructing a survey that would be presented to the Board for a September vote.

AGREED: Sheila Brewer moved that a survey be prepared to determine the level of community support, along with determining which amenities would have enough support to include in the final design. Brad Buchholz seconded the motion with six votes in favor. Directors Smith, Bourne, Marshall, Gauntt, Brewer and Buchholz voted in favor of the motion and Director David Boyd abstained.

VI. New Business

Facebook Account: Smith reported that an owner requested Board support to start a Facebook page for Oak Hills buy/sell/trade. The Board agreed by consensus that the owner should proceed with an Oak Hills buy/sell/trade Facebook page.

Historic Designation Road Signs: Darla Castagno has been working with Washington County and ODOT to post historic designation signage to indicate the entrances to the Association.

Archives: Darla Castagno asked for Board help in sorting through the boxes of Association paperwork currently stored in the Rec Center. Linda Marshall will help Castagno sort through the boxes of paper before taking it to the Museum for them to archive on our behalf.

Recreation Report: Brewer stated that all programs have been successful this summer. Tennis was very successful. There will be an awards banquet for the swim team. Brewer will be working with Christina Matousek to revise the protocol for storing swimming pool chemicals. Evaluations will take place for all programs and procedures. Upcoming events include the Sock-Hop, camp out, and the "dive-in" movie. Brewer stated that Christina is doing a great job. Sara Bourne stated that the pool has never been so full! Brewer acknowledged that a lot of new passes were sold for the pool.

X. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:46 PM.