



HOMEOWNERS ASSOCIATION NEWSLETTER

THE OFFICIAL PUBLICATION OF THE OAK HILLS HOA

SEPTEMBER 2018

THERE IS STILL TIME TO BUY A BRICK

BY DAVID BOYD, OHHA VICE PRESIDENT

The paver project at the Recreation Center picnic area has completed initial installation and looks fantastic. 257 bricks were installed with messages of love, memoriam and recollections of Oak Hills memories. Orders placed between December 2017 and May 2018 are queued up for the next installation expected in the fall of 2018. That order will also include seven bricks that have been found to have errors when they

were engraved. Orders placed after June 1 are still in production, which means you can still place an order. That order is growing quickly and would likely be installed before the end of the year.

If you would like to order a brick please visit oakhillsoregon.com/rocketship and follow the buy a brick order process (contact David Boyd or Gary Peront if you need a paper form). Small (4x8) bricks cost \$100, Medium (8x8) bricks cost \$300, and Large (12x12) bricks cost \$1,000. The Maintenance department is researching the installation of a new rocketship play structure with the collected funds.



MAINTENANCE UPDATE

BY JON COLE, OHHA DIRECTOR

The past month has seen much of our grass turn brown with the exception of our irrigated sports fields. With the decrease in mowing, we have been tackling the smaller pocket areas of landscaping which need attention. We will continue these projects thought the rest of the summer and into the fall.

Drop box passes are still being sold at the Recreation Center and Pool Office during open office hours as posted on the Oak Hills website. The drop boxes are open to those with passes daily from dawn to dusk. Please lock the gate as you leave unless it is during Monday through Friday normal working hours.

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RESERVE STUDY AVAILABLE NOW ON OAK HILLS WEBSITE

BY DAVID BOYD, OHHA VICE PRESIDENT

The new Reserve Study is now available on the Oak Hills website at oakhillsoregon.com. With the completion of the Study, the Board wants to share some insight into how the Reserve is funded and works. To understand the Reserve Study, it is good to understand how the Annual Budget and the General Operating Fund function.

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RV LOT UPDATE

BY MARTIN HEHMAN, OHHA DIRECTOR

As we move into fall, we have had some spots open up in the RV Lot. We have a variety of sizes available. If you are new to the neighborhood or have purchased a RV, travel trailer, utility trailer, boat, or similar vehicle, please give me a call or send an email (martinhohha@gmail.com).

Some of you may have noticed that new fence slats are going in. The purpose of the new slats is to replace the old wood ones that are starting to rot. The new slats are designed to make the fence look more like a hedge, so it will blend in with the surrounding trees and shrubs. It is a tedious process, but I have had some help from my sons and their friend Sam K. Thank you, Sam! I would also like

to thank the Barrett Family and Don Mobley for helping install the new fencing material.

The RV Lot will also start transitioning to using the Jackrabbit system for dues collection. This is the system that the Association uses for collecting recreation fees. I will be working with the Recreation staff to create a profile for all current users. You will be able to pay online or in person at the Recreation Center Office beginning in the near future. With this transition, I anticipate there will be some issues that come up. All users will need to complete a new contract and submit current proof of ownership (registration) electronically. I am going

to be transitioning all records to a digital format. Paper versions will be made available to individuals who do not have access to a computer. Paper records will be scanned and saved electronically.



TREASURER'S REPORT

BY LINDA MARSHALL, OHHA TREASURER

At June 30, year-to-date (YTD) revenue was \$400,900. YTD expenses were \$328,400. YTD revenue exceeds YTD expenses by \$72,500.

Revenues remain ahead of expectations in the RV Lot and Field / Pool Rental accounts, plus Rocket Ship donations (over \$11,000 that is not included in the annual budget).

Expense accounts significantly below projection are Dumpster and Lifeguard/ Staff Payroll. I expect Staff Payroll to reach the budgeted projection by the end of the summer. Expense accounts remaining significantly greater than budgeted are Natural Gas and Water – pool, which are offset by Pool Rentals; Pool Repairs; and Improvement Fund, both of which include project completion expenses.

The Association remains in an excellent cash position. The Board is currently working on the budget for the fiscal year that begins October 1, 2018. Financial reports are available online at oakhillsoregon.com.

FROM THE PRESIDENT

BY DAN BADDERS, OHHA PRESIDENT

WHEN TO CALL 9-1-1

From time to time, I get phone calls from homeowners in regards to actions that have taken place on Association property. The acts observed can be classified as illegal or inappropriate behavior. By the time I usually get these calls, the situation has passed.

If you do happen to see what you think is illegal/unsafe/inappropriate behavior, please call 9-1-1 and report what you see. Be advised that if you do call that number and the sheriff does respond, your name will not be brought up to those involved.

If you feel it is not an emergency, you should contact the **non-emergency number for Washington County Sheriff Bethany (503) 846-5570. Notifying the Sheriff Department allows them to respond in an appropriate manner and also log the information into their systems so they can analyze crime patterns.**

Don't be afraid of speaking with those who provide our emergency services. They are polite and professional and here to serve our community.

RECREATION ROUND-UP

BY SHEILA BREWER, OHHA DIRECTOR

OFFICE HOURS AT THE REC

The Recreation Office (Gym or Pool) will be open during the following days and times to process registration signups and payments, yard debris drop-box passes, distribute key fobs, and for all general inquiries.

THROUGH AUG. 31:

Daily 10:30 a.m. - 9 p.m.

BEGINNING SEPT. 1:

Mon. & Wed. 10 a.m. - noon

Tues. 5 - 7 p.m.

BY APPOINTMENT, please email oakhillsrec@gmail.com.

FACILITY SPACE RENTALS

Information and reservation application are on the website at oakhillsoregon.com/recreation. Please be sure to check our community calendar, also on the website, for availability as spaces may not be available during scheduled activities. Reservations are booked once payment AND the Liability Form are received. Contact Christina Matousek (oakhillsrec@gmail.com) for more information or make your reservation in person at the Gym Office during regularly scheduled Open Office Hours.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Pickleball (2 hours) FREE			10:30 a.m. Gym	7 p.m. Gym	9:30 a.m. Gym
Square Dancing (2 hours)	6 p.m. Gym				
Basketball (2 hours) FREE		7 p.m. (men's) Gym			
Badminton (2 hours) FREE			7:30 p.m. Gym		

KI-AIKIDO FOR KIDS ON WEDNESDAYS

Ki-Aikido is a form of martial arts focusing on having a calm mind and spirit while teaching strength and power through movement.

All levels available (Wednesdays):

Little's Ki-Aikido (pre-K): 12:45 – 1:15 p.m.

Kids Ki & Aikido (K-5th grade): 1:35 – 2:35 p.m.

Advanced Kids Ki & Aikido (ages 11+ and orange belt and above): 2:45 – 3:45 p.m.

TO REGISTER FOR KI-AIKIDO: Please visit www.beavertonki.org for more information and to register for a class. All Oak Hills homeowners receive a discounted price for the 10 week class.

FITNESS CLASSES

More information online at oakhillsoregon.com/fitness.

FACILITY INFORMATION

Please check the Recreation Calendar on the website (OakHillsOregon.com) for more information and Facebook (@OakHillsHOA) for class cancellations.

POOL INFORMATION

Swim Passes for the fall season and lap swim are available for purchase in-person during Open Office Hours: Mon., Wed. 10 a.m. - 12 p.m., Tues. 5 p.m. - 7 p.m., or by appointment. More information online. See Page 5 for the pool schedule.

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Recreation Round-Up continued from Page 3

OAK HILLS GROUP ACTIVITIES

These are group activities for adults with more information posted on the community calendar online at oakhillsoregon.com.

BRIDGE GROUP

First and third Mondays

1 p.m. to 4 p.m., Boyd Community Room

Contact: Nancy Neuman (nanc0301@yahoo.com)

Open to all levels of players. Free.

BOOK CLUB

First Wednesday

10:30 a.m. - 12 p.m., Boyd Community Room

Contact: Ginny Hanson (503-348-0421)

Open to residents and guests. Free.

Sept. 5: *A Gathering of Finches* by Jane Kirkpatrick

Oct. 3: *The Warmth of Other Suns: The Epic Story of America's Great Migration* by Isabel Wilkerson

CURRENT EVENTS DISCUSSION GROUP

Second Wednesday

11:30 a.m. - 1:30 p.m., Boyd Community Room

Contact: Ginny Hanson (503-348-0421)

Open to residents and guests. Free.

SPEAKERS SERIES

Fourth Wednesday

Times vary, Boyd Community Room

Contact: Ginny Hanson at (503-348-0421)

Open to all ages, residents, and guests.

Aug. 22: TEDMED Discussion: The New Hypertension Guidelines

11:30 a.m. - 1:30 p.m., Boyd Community Room

A previously recorded TEDMED discussion will be streamed followed by a group discussion. TEDMED, the American Heart Association (AHA), and the American Medical Association (AMA) brings together an expert panel to discuss the new 2017 Hypertension Guidelines and what it means to clinical practices.

Sep. 26: Ake Lundberg: Photographer for Billy Graham 1960 - 1970s

7 p.m. - 8 p.m., Boyd Community Room

Come listen to Ake (OH' -kee) Lundberg share his story as a photographer for Billy Graham for over 15 years, traveling around the world during the highlight years of very large crusades in the 1960's and 1970's. Ake taught Photojournalism at Multnomah University and joined the Pastoral Staff at Sunset Presbyterian Church twenty three years ago, where he continues to work. Open forum for questions will follow.

UPCOMING EVENTS AT THE REC

Aug. 18: Stargazer Campout

7 p.m. - Sunday morning, \$20/family, \$5/individual

Oak Hills residents and guests. Registration required.

Gather at 7 p.m. to set up your tent for the evening on

the green space! Swim in the pool and have s'mores

before star gazing. Register at the Pool/Guard office with

the Supervisor.

Aug. 24: Dive-In Movie

After sunset, at the Pool

Oak Hills residents and guests.

Last dive-in movie of the season! What a fun way to

celebrate the last weekend before school starts!

Check the online calendar for confirmation and details:

oakhillsoregon.com/recreation.

Maintenance Update continued from Page 1

Our Maintenance employee, Roland, continues to find more hats to wear as he is willing and able to take on all sorts of projects that have come with our new facilities. This being our first real full summer with the new facilities, we are continuing to learn how best to manage all that needs to be done.

You may have noticed we have added mullions (center posts for pairs of doors) at a few of the double doors in the Community Room as well as the Gym. This was due to security issues and the ability to open the doors by continuing to pull on each side of the door. We have also added a FOB access point

to the north door of the Community Room.

We are currently identifying the HOA sidewalks that are most in need of replacement and are planning to replace several hundred feet of walkway this fall.

Recreation Round-Up continued from Page 4

POOL SCHEDULE

**Closures and schedule updates posted on Facebook: @OakHillsHOA

DATE	MONDAY - FRIDAY	SATURDAY - SUNDAY
August 13 - 26	5:30 a.m. - 11:30 a.m. UNGUARDED Adult Lap Swim (18 and over) 11:30 a.m. - 12:30 p.m. Aqua Aerobics, Water Walking, Adult Lap Swim 12:30 p.m. - 9 p.m. OPEN SWIM/Lap Swim Lane Open	5:30 a.m. - 10 a.m. UNGUARDED Adult Lap Swim (18 and over) 11 a.m. - 9 p.m. OPEN SWIM/Lap Swim Lane Open
August 27 - September 30	5:30 a.m. - 11:30 a.m. UNGUARDED Adult Lap Swim (18 and over) 11:30 a.m. - 1 p.m. Masters Swim (rental) 1 p.m. - 3 p.m. UNGUARDED Adult Lap Swim (18 and over) 3 p.m. - 6 p.m. Guarded Open Swim 6:30 p.m. - 7:30 p.m. Swim Team (M, W, F) 6 - 9 p.m. (Tu, Th); 7:30 - 9 p.m. (M, W, F) UNGUARDED Open Swim/Lap Swim Lane Open (18 and over)	5:30 a.m. - 1 p.m. UNGUARDED Adult Lap Swim (18 and over) 1 p.m. - 6 p.m. OPEN SWIM/Lap Swim Lane Open 6 p.m. - 9 p.m. UNGUARDED Adult Lap Swim (18 and over)

EXTENDED OPEN SWIM

The pool will be open in September for UNGUARDED open swim for residents and accompanied guests, weather permitting.

Mon. - Fri.: 3 p.m. - 6 p.m.

Sat. - Sun.: 1 p.m. - 6 p.m.

Swim bracelets required, guest fees and pool rules in effect.

Additional rules and guidelines for UNGUARDED open swim:

- Entrance to pool is contingent on signing a daily liability release. This acknowledges that NO LIFEGUARD IS ON DUTY and that swimming and being on deck is dangerous and can result in serious injury, including death. Entrance is acknowledging the patron is assuming all responsibility and risk.
- Unaccompanied minors: entrance is allowed for minors only if they present a current high school picture ID card. High school aged minors and their guests must have parent permission to attend unaccompanied. An unaccompanied minor permission form is available online at oakhillsoregon.com/pool. This release must be signed BEFORE entrance will be granted. Parents assume all liability for unaccompanied minors and their guests.
- All minor children not yet in high school, must be accompanied by a parent or guardian and that parent is taking responsibility for their behavior and safety insuring they follow all rules and safety measures. Parents must keep their eyes on their children and correct behavior when necessary.
- Open swim time is monitored by staff. If rules and guidelines are not followed, the non-compliant individual may be asked to leave. It is up to patrons to know and follow the rules.
- Any change of hours of operation is determined by the staff monitor and at any time without warning they are authorized to close the pool due to weather, low bather load, patron behavior, pool maintenance or other reasons as necessary.
- A green flag will be flown on the fence if the pool is open and a red flag if the decision to close has been made.
- At any time, staff and the Recreation Director may rescind, change or discontinue the extended open swim program or schedule.

DRAFT BOARD MEETING MINUTES -- Aug. 1, 2018

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE OAK HILLS HOMEOWNERS ASSOCIATION HELD ON AUGUST 1, 2018 AT 7:00 PM IN THE COMMUNITY ROOM OF THE OAK HILLS RECREATION CENTER, 2400 NW 153RD AVE., BEAVERTON, OREGON.

PRESENT: David Boyd, Vice-President, ARB
Lindsay Sandor, Secretary, Communication
Sheila Brewer, Director, Recreation
Jon Cole, Director, Maintenance
Katie Rupp, Director

ABSENT: Dan Badders, President
Linda Marshall, Treasurer
Terri Danowski, Director, Compliance
Martin Hehman, Director, RV Lot

BY INVITATION:

Nancy La Voie, CAMP, CMCA, PCAM, Community Manager
COMMUNITY MANAGEMENT, INC. AAMC

OWNERS: Per sign-in sheet

I. CALL TO ORDER/COMMUNITY ANNOUNCEMENTS

A quorum of Board members was established, and the meeting was called to order at 7:06 PM.

II. APPROVAL OF PREVIOUS MEETING MINUTES – July 11, 2018

MOTION: Lindsay Sandor made a motion to approve the July 11, 2018 meeting minutes as published in the newsletter. Jon Cole seconded the motion and it carried unanimously.

III. BOARD DEPARTMENT UPDATES

Architectural Review Board (ARB) - David Boyd reported:

David reviewed of the types and numbers of applications processed in June, and reported that the Committee is continuing to review ARC policies. Discussion followed regarding the process for an owner to appeal an ARB decision; appeal is made to the Board of Directors, unless the applicant has new information for the ARC to consider.

David also reported that all the pavers ordered prior to January 2018 have been installed except 7 still waiting to typographical errors to be corrected. Pavers purchased between January and June (approximately 40) have been ordered with an expected September installation.

David reported that the new fob reader has been installed on the north Community Room door, and a new camera has been installed in the Meeting/Game Room in the Gym.

The 2019 Reserve Study has been finalized and will be posted on the website. The Study recommends a reserve contribution in 2019 of \$64,350; the 2018 reserve contribution was \$53,000.

Communications - Lindsay Sandor reported:

Lindsay reported that the Association has received 170 responses to the owner survey, and reported that the survey will be kept open through the end of August. She is hoping for at least 190 responses.

Lindsay reported that the newsletter printer has requested the newsletter be sent to them 1 ½ days sooner, and asked all Board members to submit their articles sooner to meet the new deadline.

Discussion followed regarding ways to improve communication between the Association and the Neighborhood Watch group in order to get event information to residents in a more timely manner.

At Large – Katie Rupp

Katie had no report, but will have a donation request to be discussed later.

Recreation - Sheila Brewer reported:

Sheila reported there will be a wine and cheese social event in 10 days.

Discussion followed regarding the Swim Team funds and how to manage the revenue and expenses through the association's financial reporting system in order to make the Teams processes smoother.

Sheila noted that residents at the pool are still asking for more shade and more chairs.

Maintenance – Jon Cole reported:

Jon reported that Roland Levesque continues to expend his job duties, taking on a number of small maintenance projects while still managing the crew from Sonny's Landscape and his contracted duties. Jon noted Roland's time is being repurposed in many directions, such as obtaining bids, and consensus is that Roland is managing his time very well.

Jon reported that Roland will add some sand dressing to the fields in the fall, and will be reminded to empty the field trash cans more frequently during the week.

Treasurer – Linda Marshall

David Boyd read Linda Marshall's Treasurer's Report.

IV. OWNERS' FORUM

- A homeowner addressed the Board, urging the Board to focus on safety and security items in the community, like repairing common area sidewalks and tree pruning and maintenance to prevent failures over the winter. Discussion followed regarding educating owners about their obligation to repair damaged sidewalks on their property.
- A homeowner asked about the chain link fence around the RV lot when owners are not permitted to install chain link fence.

V. DISCUSSION TOPICS / OTHER BUSINESS

A. Rental Policy Presentation

Sheila Brewer requested the topic be postponed until the full Board could discuss and vote on the policy.

B. Capital Reserve Budget Request

David Boyd led a discussion, started at the July meeting, regarding authorization of expense budgets for various repair or renewal projects in the common elements.

The projects discussed were:

1. \$4000 – to replace a window in the pool office from a single hung to a sliding window, so the staff can converse with residents without opening the door to the office.
2. \$14,000 – to add fob readers and safety mullions to the clubhouse doors to safety and security.

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Draft Minutes -- August 1, 2018 *continued from Page 6*

The projects discussed were (con'd):

3. \$27,000 - for common area sidewalk repairs.
4. \$17,500 – for repairs and improvements to the fence and gate at the RV lot.

MOTION: Jon Cole made a motion to approve all four item budgets, to be funded from the replacement reserves. Kaitlin Rupp seconded and the motion carried unanimously.

VI. UNFINISHED BUSINESS

Oak Hills School Annual Fundraiser

Discussion followed, carried over from the July meeting, about contributing as a sponsor for the annual fundraiser for the Oak Hills School's PTO fundraiser. Sheila Brewer reported the Rec

Committee was discussing how to allocate revenue from the October Turkey Trot community event, and suggested these funds could be used to fund a Donation category in the Association's budget to honor requests like this one.

MOTION: Katie Rupp made a motion to make a \$250 sponsorship donations to the Oak Hills School's Annual Fundraiser. There was no second.

VII. ADJOURNMENT

MOTION: With no further business to conduct, David Boyd made a motion to adjourn at 8:26 pm. Lindsay Sandor seconded, and the meeting was adjourned.

Reserve Study Available Now *continued from Page 1*

Our annual dues are budgeted to bring in \$357,500 per year. We budget close to an additional \$145,000 of income from assorted user fees, such as the pool and Fourth of July donations. This income is used to pay many expenses, such as landscaping, maintenance payroll, management fees, utilities, pool operations, plus many more. At the end of the year, the final income will either be more or less than the actual expenses. If it is more, the additional income gets placed into a fund called General Operating (also known as undesignated General Operating). If expenses exceed income, we would reduce our General Operating Fund at the end of the year. At the end of the 2017 fiscal year, we had over \$126,000 in our General Operating Fund.

The Reserve Fund is named Replacement Reserve Fund on our financial sheets. The Replacement Reserve Fund is a fund for the repair and replacement of assets owned by the Association. While it is required by law, it is also a prudent way to protect

the common property owned by all homeowners. By having a Reserve Fund, we set aside some monies every year to prepare for inevitable repairs. If a number of these repairs occur in the same year, it may be very difficult to cover those costs if we have not planned for them. The Reserve Study estimates how long until repairs are needed and how much they will cost. A 30 year roadmap is then estimated to show how much money would be needed each year to cover the costs of repairing (or replacing) the common assets of the community. The Reserve Study also suggests how much to set aside each of those 30 years to balance the anticipated expenses.

We currently have over \$221,000 in our Reserve Fund. If you look at the new Reserve Study, please keep the following in mind:

1. The suggested contribution for the next fiscal year is \$64,350. That is up \$11,350 from the \$53,000 we contributed this fiscal year.

2. For the next six years, the contribution goes up about \$10,000 per year (year 2 is about \$72,000, year 3 is \$81,000, etc).
3. By year 13, we plateau at annual contributions suggested at \$258,608 (keep in mind that the Serial Special Assessment also ends about this time).
4. Year 8 of the study, 2026-2027 is a significant year. A large percentage of assets have an 8 year useful life. The expenses that year would be \$402,254 if every one of them needed to be replaced. We should prepare for a worst case scenario, but if we maintain our assets properly, we may not need such a large expense.

We remain in a very strong financial situation. I believe the board has done a great job in managing expenses and income during the construction phase of the Recreation Center project. The new Reserve Study might create some new questions, please contact any Board member with those questions or feedback.

ARCHITECTURAL REVIEW

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DATES TO REMEMBER

MONTHLY BOARD MEETING
September 5

STARGAZER CAMPOUT
August 18

SPEAKER SERIES: TEDMED
Discussion: The New Hypertension Guidelines
August 22

DIVE-IN MOVIE
August 24

More information at *OakHillsOregon.com*

OAK HILLS HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS

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David Boyd Vice President	Architectural Review, Security, Key Fob	<i>hdcanboyd@gmail.com</i>
Linda Marshall Treasurer	Finance	<i>linda@cmarshallfamily.com</i>
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Martin Hehman Director	RV Lot	<i>martinhohha@gmail.com</i>
Katie Rupp Director	Special Projects	<i>ksmreilly@hotmail.com</i>

The Oak Hills Homeowners Association is governed by a Board of Directors made up of nine members of the community elected by the homeowners. Guided by values that promote a sense of community and preservation of property values, the goal of the Board is to make decisions that are consistent with high principles and in the best interests of the entire Oak Hills community.

The Oak Hills Homeowners Association Newsletter is the only officially printed newsletter publication directly from the OHHA Board of Directors.

OAKHILLSOREGON.COM

HISTORICOAKHILLS@GMAIL.COM

FIND US ON 

OFFICE HOURS*

at the Recreation Center Pool/Gym Office
**or by appointment: email oakhillsrec@gmail.com*

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