

AGENDA
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
January 5, 2015
Preceding Annual Meeting
Garden Home Recreational Center

- Call to order – Dana called the meeting to order at 6:37.
- Board Positions. Assigned Board positions to newly elected officers.
Approved election of Nancy Grader, secretary, for a 3 year term.
- Approved ARC Rules & Regulations. A board committee revised and added to existing Clear Hills Rules & Regulations rules and regulations regarding the pool, architecture, landscape and irrigation, and construction. Dana motioned to approve them. Michael seconded. Passed. Dana provided copies of the document to those attending the subsequent, annual meeting.
- Nancy motioned to hold quarterly board meetings; opportunity to hold special meetings as need arises. Dana seconded. Passed. During the subsequent annual meeting, Paul Cofer requested that the board rethink this vote; he prefers monthly meetings so that the association members have a forum to communicate frequently. Other attendees agreed with Paul. The board *informally* agreed to continue to hold monthly meetings.
- Michael noted appreciation of work performed by the board; other board members noted appreciation to Michael as well.
- Adjourned. Dana adjourned the meeting at 6:45.

Next Board meeting April 8, 2015 at home of Nancy Grader & Ford Montgomery.

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
March 11, 2015
Home of Dana and Scott Cress

Board Members Present	Homeowners Present
Dana Cress, President Michael O'Rourke, Vice President Dick Wissmiller, Treasurer via FaceTime George Davidson, Member at Large Nancy Grader, Secretary	Paul Cofer David Oldsgard Harold Murphy Evelyn Murphy Wilma Jane Balick Wilma Loftesness Alyssa O'Rourke

Agenda Item	Minutes
Welcome and call to order	Dana Cress called the meeting to order at 4:30. Thank you to Dana and Scott for hosting the meeting.
Minutes from January 5, 2015 Annual Board meetings	Copies made available at the meeting and are available at www.clearhills.org ; Approved as submitted. No Changes.
President's Report	Backflow device assessment. Required by Raleigh Hills Water District annually. More info to come. Device is inadequate – a single device for entire community.
Treasurer's Report	Financial update. Operating fund \$20,550 Reserve fund \$100,099 Michael asked - Why are total current assets year over year, down by 12K. Difference in management company's accrual process. We are cash basis entity. Change in reporting format will be carried forward (cash basis, not accrual). 7363 Eastmoor Terrace – Sherriff's sale expected in 6 to 8 months. Sheriff sale website http://www.oregonsheriffs.com/sales-washington.htm Treasurer informed by Wells Fargo that they will send another check – timing to be determined. Close to getting 100% of insurance certs from homeowners. By time we renew our master policy on June 1 – everyone will have appropriate amount of loss assessment coverage.
ARC Report	Alyssa. Requested changes by Lynn Drake property were approved by ARC and Board.
Landscape Committee Report	Dana reported on the hedge along Clear Hills Drive. 20 - 24" curb to cyclone fence. Met with fencing companies. Tallest fence on a commercial property is 7 ft. fence. Tear out existing cyclone fence. Jose is cleaning out dead wood and debris. Jose Martinez to fertilize to try to repair. Dead arborvitae needs to be

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 March 11, 2015
 Home of Dana and Scott Cress

Agenda Item	Minutes
	addressed. Could plant Portuguese laurel and keep at 30 ft. Sprinkler inquiries during warm spring – hesitate to turn on. Hand water. Moisture sensors will be installed. Slated for new mulch this year (as per reserve study).
Other Reports	<p>Emergency Plan – Paul Cofer. Still in fact finding phase. Some response to email enquiry regarding issues to be considered. Reported that city of Portland will conduct an emergency preparedness presentation for our community. Potential dates need to be establish for the presentation. Meeting should lead to a prioritization of components appropriate for CH emergency plan. Paul will attempt to draft a white paper regarding various earthquake scenarios in our area. There was discussion regarding long term power outages and what if anything our community will do in that unlikely event. Discussion relative to Nextdoor website and how CH might coordinate with Raleigh Hills & Montclair neighborhood.</p> <p>Street Signage – David Olsgard. Spoke to production manager at Eagle Sign in Kentucky re new signs. Came up with an early prototype. Cast stamp aluminum with aluminum posts. David presented copies of possible sign. Bid \$3,371. Need new posts as well. Reserve study suggested a 2035 replacement but will move up to this year. David will get a couple more bids for signs.</p>
Old Business	None
New Business	In 2015, swimming pool is slated for repaint, re-plaster, and new pool furniture. Dana recommends delaying the furniture at a cost of \$8000.
Homeowner Discussion	No topics submitted
Adjourn	Meeting adjourned by Dana at 5:05 p.m.
Next meeting	April 8, 2015; home of Nancy Grader and Ford Montgomery

MINUTES
 CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
 April 8, 2015
 Home of Nancy Grader and Ford Montgomery

Board Members Present	Homeowners Present
Dana Cress, President Michael O'Rourke, Vice President Dick Wissmiller, Treasurer via FaceTime George Davidson, Member at Large Nancy Grader, Secretary	Paul Cofer David Oldsgard Harold Murphy Evelyn Murphy Wilma Jane Balick Wilma Loftesness Alyssa O'Rourke Bev Culp Jim Cielinski

Agenda Item	Minutes
Welcome and call to order	Dana Cress called the meeting to order at 4:30.
Minutes from March 11, 2015	Copies made available at the meeting and are available at www.clearhills.org ; Approved as submitted. No Changes.
President's Report	<p>Pool resurfacing and equipment - 3 replacement bids. Adtech, Cascade, and Anderson. Consider doing pool deck at this time as well– obtaining bids for this. Dick W estimates \$20K to the pool decking. Delay motion to approve work on the pool while we wait for bids on pool decking. Michael asked attendees to consider that the pool opening would likely be delayed; if there are concerns, contact the Dana. Leaning towards the Adtech bid. Quartz finish for pool.</p> <p>Skylight at Lynn Drake home. Plans were approved by ARC/Board. Skylight on north side of kitchen installed as per plan. In eye line of Cofer/Oldsgard home and creates a significant glare in their living room. Working towards finding a resolution. Board is reluctant to make any decision without Lynn's input; Lynn is out of town until Tuesday next week David Oldsgard asked that Doug Stanton be served a certified letter to put Doug on notice that David/Paul have an issue with the skylight; he has been unresponsive to his emails, phone calls re the skylight. Paul Cofer stated that this has highlighted the need to improve the ARC process; needs to be more inclusive of homeowners – particularly those affected by a potential change. Alyssa also commented that we need to be sensitive to home remodeling and the neighbors affected by it.</p> <p>Intersection of Scholls and Montclair. Dana has been working with Washington County Traffic Engineering about the danger associated with cars parked on Montclair. The County responded – Montclair does not qualify for parking restrictions</p>

MINUTES
 CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
 April 8, 2015
 Home of Nancy Grader and Ford Montgomery

Agenda Item	Minutes
	at this time. Dana has been in touch with Nick Stanley, the Montclair neighborhood contact. Wilma L suggested lights would help. Jim asked whether the two neighborhoods considered funding re-landscaping the corner of Scholls and Montclair. Dana has spoken to the home owners about it; they were not amenable to pruning the laurel hedge. Washington County has not responded to the hedge issue.
Treasurer's Report	Financial update. Operating fund \$42,547.65; Reserve fund \$100,112.69. Dick discussed the Wells Fargo correspondence re the 7363 Eastmoor Terrace house month of April HOA fees and two power bills. Wells Fargo wanted Dick to tell them what the monthlies are for the house.
ARC Report	See skylight issue above. ARC request from David and Paul to put a fence on the east side of their home. Motion to approve fence on the condition that Pat Young reviews the proposed request. Seconded.
Landscape Committee Report	Arborvitae cleaned up, fertilized. Installed a new soaker hose. Old soaker hose wasn't providing water to the arborvitae. Dana and Dick will pick up water meter pads for sprinkling system (detects when rain is adequate, watering not needed).
Other Reports	Emergency Plan – Paul Cofer. Portland Bureau of Emergency coming to next board meeting. 5:30 pm to 6:00 pm. Will learn what the city of Portland can make available to CH. On April 16, there is a Community Emergency Response Team at the Garden Home Community Center. Paul will attend. He will then pull together the Portland + CERT info to determine the best path forward for CH. Street Signage – David Olsgard. Found additional sign designs; has 6 recommendations. He recommends metal signage. Would like the board to determine which are preferred and he will get bids.
Old Business	Insurance Certificates - All certs obtained.
New Business	See Presidents report.
Homeowner Discussion	Discussion of sprinkling system – various issues.
Adjourn	Meeting adjourned by Dana at 5:29 p.m.
Next meeting	Wednesday, May 13, 2015 at home of George and Dale Davidson

Clear Hills Condominium Homeowners Association
Board Meeting, May 6, 2015
Garden Home Recreation Center

Board Members present: Dana Cress, Dick Wissmiller, George Davidson.

Homeowners present: Bobbie Wissmiller, Wilma Jane Balick, Paul Cofer, David Olsgard, Sue Berry, Chris Cusick, Mike Cusick, Scott Cress, Wilma Loftesness, Beverly Culp.

Late arrivals: Steve & Elaine Kantor, Janice Marvin, Diane Gilbert.

The meeting was called to order at 4:36pm by President Dana Cress.

Minutes from the April 8 and April 20 Board meetings have been previously distributed and were not read.

President's Report: Dana announced that the pool work would begin soon and target date for completion is June 15.

Treasurer's report by Dick:

Operating Account	\$41,924.92
Reserve Fund	\$100,123.63

Foreclosure at 7367 SW Eastmoor Terrace: Wells Fargo payments are up to date except for last month's power bill.

A letter was received from the Reverse Mortgage Division of Wells Fargo updating us on their litigation to receive title to the property. The projected date for this is August or September after which time there will be a Sheriff's Auction of the property.

ARC Report: Dana gave the report in Alyssa O'Rourke's absence. Lynn Drake, 7515 SW Clear Hills Terrace, has requested that a 3' fence be replaced with a 54" fence, per HOA specifications. Dana approved as Landscape Chair. A motion was made to approve this request and it was passed unanimously by the Board.

Beverly Culp reported on her call to the Raleigh Hills Water District regarding the condition of the water tower on SW Scholls Ferry Road in the event of an earthquake. She was told a seismic upgrade was done in 2008. She requested that they send a letter regarding this to Dana.

Emergency Plan update – Paul Cofer discussed our goal of neighborhood planning and a to-do list in the event of emergencies. Tonight's post-meeting presentation and discussion is another step toward that goal.

Landscape Committee – Dana said Jose had applied compost throughout Clear Hills. Water devices are being installed that will indicate whether or not an area needs to be watered at any given time. There will be 14 devices and each has multiple zones. Discussion followed regarding water issues and monitoring of the water bill.

Street signage - David Olsgard reported that he had contacted about 12 companies and he is going to request actual samples from two of them. The cost difference between the two for the signage is approximately \$1000. Signs are cast aluminum with UVA coating, a two-year warranty and the posts are metal.

Old business: none.

New business: will be the 5:30 presentation by the Portland Bureau of Emergency Management.

Owner Discussion: Chris Cusick suggested the possibility of a bocce ball court in the lawn area in front of their kitchen window. She will look into this further.

Paul Cofer discussed some issues regarding emergency preparedness on an individual and neighborhood basis, and also the volunteer emergency response training that is available through the City of Portland. Several homeowners were willing to do this and he will find out how many we can send.

Dana Cress adjourned the meeting at 5:43PM.

5:45PM-6:45PM – presentation by Jeremy Van Keuren, Program Specialist with the Portland Bureau of Emergency Management. Jeremy discussed two volunteer programs: NET, a program to empower neighborhoods to help themselves in the event of a disaster; and Beacon, a communications program for emergencies. Issues were discussed regarding earthquakes and what we can do.

The next Board Meeting will be held on Wednesday, June 10 at the Davidson home.
5/7/15 By Sue Berry

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
June 10, 2015
Davidson Home

Board Members Present	Homeowners Present
Dana Cress, President Dick Wissmiller, Treasurer via FaceTime George Davidson, Member at Large Nancy Grader, Secretary	Paul Cofer David Oldsgard Harold Murphy Evelyn Murphy Wilma Loftesness

Agenda Item	Minutes
Welcome and call to order	Dana Cress called the meeting to order at 4:33. Thank you to the Davidsons for hosting the meeting.
Minutes from May 6, 2015	Copies made available at the meeting and are available at www.clearhills.org ; Approved as submitted. No Changes.
President's Report	Pool remodel update. Ran into an issue regarding drain, noticed loose plaster. Two layers of plaster. Second layer is loose in a number of spots. Could see plaster vibrating. Need to chip off bad plaster and secure the remaining layer before putting the quartz. \$3,200 cost. Dana moved to incur the cost. Nancy seconded. Passed. Will delay the opening of the pool to end of June. Total cost \$59,000. Original estimate \$55,980 (includes 15% contingency). Irrigation system water miser soil moisture sensors are installed but still need to be calibrated before operational.
Treasurer's Report	Financial update as of May 31, 2015. Operating fund \$28,472 Reserve fund \$100,133
ARC Report	Bob and Patsy Dant had a radon investigation after a water leak in their basement; results showed double the allowable limit. The Dant radon mitigation includes putting a vent pipe on outside of the unit. ARC recommends the board approve. Dana made a motion to accept the ARC's recommendation. George seconded. Passed. Dick noted that the Raleigh Hills / West Hills area has been identified as having significant amounts of Radon.
Landscape Committee Report	Dana reported that the HOA will be pruning the hedge along Montclair Drive.

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
June 10, 2015
Davidson Home

Agenda Item	Minutes
Other Reports	<p>Emergency Plan update by Paul Cofer.</p> <ul style="list-style-type: none"> -First aid: The Red Cross has a good training class on resuscitation and first aid that is offered in NE Portland. It is 5 hours long in a single day. Paul will send (has sent) an email to see if anyone is interested in attending. -Backup batteries; Paul found different options and will include the info in the email noted above. -Water Storage/Replacement; water in plastic containers will last 4 years. Paul plans to change his out every year at, for example, the same time he replaces batteries in fire alarms. <p>Street Signage update by David Oldsgard. David showed examples of selected signage and discussed the costs of each. Eagle estimate - \$3,755; Signature StreetScapes \$2,256. Can have any colors we want. There was discussion around size and color. Next meeting David will discuss color and size.</p>
Old Business	None.
New Business	<p>Vern Newcomb from American Benefits Insurance attended the first part of the meeting to provide an overview of the current coverage and answer question homeowners have regarding the Clear Hills HOA insurance. NOTE: Dick has placed a copy of the policy and a letter from Vern addressing the policy coverage.</p> <p>Vern went out to market with several carriers. Current carrier still the best value - Community Association Underwriters (CAU); Vern believes they are also the best carrier as they do nothing but HOAs. Clear Hills is changing the policy renewal date to match the calendar year (consistent with financial records).</p> <p>CH had a \$1500 increase in premium largely due to a water damage claim and increased in building values (approx.. \$1 million). The coverage includes guaranteed replacement cost – no limit - coverage for everything but flood and earthquake and wear and tear. HOA has a \$10k deductible; unit owner responsible for everything up to the \$10k. Homeowners should keep records of the upgrade costs offsite. It is the responsibility of the unit owner to prove value.</p> <p>NOTE: HOA needs to update the Statement of Values attached to the insurance record; these values identify the replacement value. The board will work with Vern to update these.</p> <p>Directors and Officers liability – covers board members and anybody at the direction of the board. Limit \$2M; board purchased a \$5M umbrella. \$7M total D&O coverage.</p>

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
June 10, 2015
Davidson Home

Agenda Item	Minutes
	<p>Liability coverage – limit \$2M; board purchased a \$5M umbrella. \$7M total liability coverage. Vern noted that with a pool, this is a good amount of coverage</p> <p>Earthquake coverage. Limit \$9.3 M. Premium went down to \$200 to \$6400 (carrier competition is driving down premiums). Vern highly recommended bolting down building to foundation.</p> <p>Workmen’s Comp coverage. Covers injury for board members or anyone at direction of board and for example, contractors injured. \$531 premium annually for \$500,000. Nancy questioned if that was adequate; Vern looking into the premium for \$1M coverage.</p> <p>Challenge with older units (>25 years); carriers want to see updated electrical panels, plumbing (galvanized piping) – electrical panels are usually the first issue to address.</p> <p>Vern to look at getting flood insurance relative to the water tower.</p>
Homeowner Discussion	No topics submitted
Adjourn	Meeting adjourned by Dana at 6:06 p.m.
Next meeting	Wednesday July 8, 2015. Location to be announced.

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
July 8, 2015
Cress Home

Board Members Present	Homeowners Present
Dana Cress, President Michael O'Rourke Dick Wissmiller, Treasurer via FaceTime George Davidson, Member at Large Nancy Grader, Secretary	Paul Cofer David Oldsgard Wilma Loftesness Bev Culp Jim Cielinski Sue Berry Bob Dant Harold Murphy Evelyn Murphy

Agenda Item	Minutes
Welcome and call to order	Dana Cress called the meeting to order at 4:33. Thank you to the Cress' for hosting the meeting.
Minutes from June 10, 2015	Copies made available at the meeting and are available at www.clearhills.org ; Moved to approve. Seconded. Approved. Approved as submitted.
President's Report	Pool remodel update. Chemicals are working. Hoping to open on Friday. Pool finished last week, finished in plaster, ordered quartz. Company will chip out plaster in the Fall and finishing with quartz. Pool party is the 16 th of July. Pool opened Thursday July 9.
Treasurer's Report	Financial update as of June 30, 2015. Operating fund \$26,932.19. Reserve fund \$80,141.95. Paid for concrete work, down payment on pool. Have not paid the remainder and will wait until the pool is complete in the fall to pay remainder. Dick will send an email outlining what has been paid and what remains to be paid. Wells Fargo (CH 7363 vacant property) owes CH \$1,540.79 as of 7/1/2015. Dick expects payment in July.
ARC Report	No Report
Landscape Committee Report	CH7363 power was turned off. Had to connect the water timer to another home. Water Miser for irrigation installation continues. Need rain to calibrate the system. The hedge was trimmed on Montclair for less than budgeted. The hedge on Scholls Ferry was trimmed by the county; still not adequate to see around the corner.
Other Reports	Emergency Plan update by Paul Cofer. There are 10 people who wish to take the Red Cross training; Saturday August 8; 9:00 to 2:15. \$90.00 per person. Want to rent a room at Garden Home Rec Center - \$122.50. Dana asked for a vote on

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
July 8, 2015
Cress Home

Agenda Item	Minutes
	<p>paying for the room. Nancy Grader voiced that she didn't believe that it was an appropriate HOA expense. Dana withdrew the vote. Various people will look for a new, free site. Paul suggested the Red Cross facility.</p> <p>Paul and David had their house attached to their foundation for earthquake protection. \$3,400. Paul welcomes questions from other HOA members.</p> <p>Street Signage update by David Oldsgard. Stamped aluminum "blades" standard size is 30." Current signs are 20"; David asked for a cost for the smaller signs.</p>
Old Business	<p>Insurance update – Dick Wissmiller. Worker's Comp coverage is now \$1 M. Special request into broker to cancel the current policy to match the policy to the calendar year. Property replacement values shown on the policy – Dick is validating the square footage; has already found issues with the county numbers.</p>
New Business	<p>Radon inspection options for individual homeowners. Bob Dant reported that they had a water leak in the crawl space and basement. Tested for radon – level 6 where 2 is good. Vented the house. Cascade Radon (503-201-5613) did the work; one of many companies that does the testing. Other homeowners noted that they have had their home tested and had no issue.</p> <p>Meter base clip issue – Dana. Murphy's had to replace their meter box. Cusick's had power surges; PGE indicated their meter clip was faulty. Metal clips lose their integrity. Homeowners may wish to have their meter base and clips checked by an electrician. Enders Electric (503-626-4813) does metal clip repair work.</p>
Homeowner Discussion	<p>No topics submitted.</p>
Adjourn	<p>Meeting adjourned by Dana at 5:26 p.m.</p>
Next meeting	<p>Wednesday August 12, 2015 at Nancy Grader/Ford Montgomery home.</p>

Clear Hills Condominium HOA Meeting Minutes
9-9-2015
7500 SW Clear Hills Drive

In Attendance: Wilma Loftessness, David Olsgard, Paul Cofer, Harold and Evelyn Murphy, Chris Cusick, Alyssa O'Rourke, Lynn Drake, Dana Cress, Michael O'Rourke, George Davidson.

- The meeting was called to order at 4:35pm.
- President Cress introduced new resident Lynn Drake and welcomed her on behalf of the community.
- Finance report
 - The Operating Budget balance is \$4,636.00
 - The Reserve Budget is \$80,154.06
 - The pool repair vendor has been paid with the exception of the correction on the finish. The balance is approximately \$12,000.00
- ARC report: Alyssa O'Rourke reported that the ARC authorized painting the gutters on the Hunter/Dant residence black to match the other exterior trim.
- Landscape report: Water miser devices have been installed. Residents are asked to call Dana Cress if sprinklers are active when it is raining.
- Signage: It was reported that current roadway signage is adequate with a good "scrubbing". It was moved, seconded and passed that the amount being considered for replacement be re-directed to the reserve budget.
- Comcast update: The resident survey results were reviewed. The current "bulk" Comcast can be terminated in 2016. Board member Dick Wissmiller recommends dropping the basic cable service cable contract, with each homeowner negotiating their preferred package with the preferred provider. This action could result in a reduction of the monthly homeowners association dues by up to \$50.00. The issue will be discussed and resolved at a future board meeting. George Davidson recommended each resident begin their own research into the best options for their needs and preferences.
- Landscape: It was reported that the landscape crew does not seem to be as "conscientious" as they were when first hired. President Cress will follow up. Residents were reminded that they can direct the crew to blow patios and yard according to their preferences.
- Next meeting: October 14, 2015 at the Cress residence.

CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING MINUTES

Wednesday, October 14, 2015

Home of Scott & Dana Cress

Board Member Attendees: Dana Cress, President; Michael O'Rourke, Vice President; George Davidson, Member at Large; Nancy Grader, Secretary; Dick Wissmiller, Treasurer – via FaceTime

Attendees: Wilma Loftesness, Chris Cusick, Tom & Suzie Herburger, Wilma Jane Balick

- Welcome and Call to Order at 4:34
- Minutes from September 9, 2015 Board meeting – motion to accept minutes as presented, seconded, passed.
- President's Report. See information below
- Treasurer's Report – Dick Wissmiller (via Face Time)
 - Current financials: Operating fund balance -- \$13,088.38; Reserve fund balance -- \$80,159.33
 - Current financials are post to the CH website
 - 2014 financial review will be received the latter part of October and will be posted to the CH website.
 - Once the 2014 financials are received, will move forward with the 2016 reserve study.
- Committee Reports
 - ARC – Nothing to report.
 - Landscape – Dana reported that the Martinez landscape questionnaire was sent out to all homeowners; the consensus among homeowners was that Martinez provides very good service. Dana shared the results with Lau Martinez (owner). Dana plans to walk around the entire neighborhood with routinely.
 - Pool update – Dana reported that the pool is empty. Plaster is being removed and will be refinished with quartz no later than May 1, 2016. Dick commented that CH has not paid for the pool work and will not pay until completed as contracted.
- Old Business
 - Comcast bulk billing update – Dick Wissmiller (via Face Time) recommended cancelling the bulk contract April 30 2016; homeowners contract directly with their supplier of choice effective May 1 2016. Reduce the HOA fee by \$50.00. Motion to approve, seconded. Passed.
- New Business
 - Dana welcomed Tom & Suzie Herburger to the neighborhood.
- Owner Discussion Time
 - Re the Comcast change, a homeowner questioned the use of satellite dishes and the need to hide them from view. General agreement.

Next meeting – Wednesday, November 11, 2015 at the home of Wilma Jane Balick.

Clear Hills Condominium HOA Meeting Minutes
12-9-2015
7367 Eastmoor Terrace

In attendance: Wilma Jane Balick, David Olsgard, Paul Cofer, Harold and Evelyn Murphy, Alyssa O'Rourke, Michael O'Rourke, Dana Cress, George Davidson, Dick Wissmiller, Tom and Suzie Herburger, Jim Cieslinski, Bev Culp.

- The meeting was called to order at 4:35pm.
 - Minutes from the October 14, 2015 HOA meeting were read. It was noted that not all residents received copies of the minutes. Approved by the board.
 - It was reported that little progress has been made on the overflow-parking situation on Montclair Drive. Fred Meyer's position on overnight parking is firm, and various governmental bodies are unable or, so-far, un-willing to address various safety issues. It was reported that the County did trim some of the vegetation blocking sight lines.
 - Financial Report
 - o The Operating Account Bank balance is \$10,418.10
 - o The Reserve Account Bank balance is \$80,170.04
 - o Payment for the balance of the pool upgrade has been set-aside in the budget. Work should be completed within approved schedule.
 - o The Financial Review was presented and discussed. The rationale for undertaking the Financial Review was presented and discussed. A motion was made to conduct a Financial Review on an annual basis. Motion passed.
 - o The CH Insurance policy and proposed modification was discussed. It was reported that our insurance policy premium has been reduced approximately \$1,000.00 per year. A proposal reflecting a recommended "cancel and rewrite" action was discussed and a summary document distributed to meeting attendees. (The summary document and proposed change will be posted on the HOA website.)
 - o Earthquake coverage was discussed. It was generally agreed that additional discussion is warranted. A question was raised regarding coverage limits in our current policy. Treasurer Wissmiller will facilitate the preparation of a statement of value for the community. It was noted that land is generally excluded from any valuation.
 - o There was a general discussion on flood insurance. The distinction between occasional water intrusion and flooding was noted.
- The Insurance package, as presented, was approved for the cancel and rewrite action as of 1/1/2016.
- o The 2016 budget was presented and a general discussion followed.

- o The change in COMCAST Cable service was discussed. The Comcast change along with additional adjustments will result in a reduction of monthly dues from \$490.00 to \$425.00 effective 5/1/2016. Those residents desiring to continue service with Comcast should contact Comcast about desired services and pricing - others desiring a change in providers will need to make arrangements for service on an individual basis.
- o The Operating Contingency line item was discussed. It was generally agreed that this budget item is prudent and affordable.
- o It was reported that CH water consumption is down 14% this year over last year. This was attributed to (among other factors) measures taken to be more economical in community irrigation water usage.
- o It was noted that The Raleigh Water District (current CH provider) will be absorbed by the Tualatin Valley Water District in 2017, we believe, but that the community should anticipate a rate increase in 2016.
- o It was reported that some significant individual line item variances within the 2016 budget summary are generally a function of the difference between CMI "boilerplate" categories and our own actual experience and records.

- Community Issues:

- It was reported that the Eastmoor cul-de-sac drain in the community has been an issue. The Eastmoor Terrace drain issues will be addressed later this month. It was suggested that power flushing all drains every three years would be prudent and it has been budgeted.
- It was reported that the current landscape contractor will maintain rates for the 2016 calendar year.
- Cable "dishes". It was re-iterated that any "dish" utilized by a resident may not interfere with current sight lines within the community, regardless of size.
- The issue of "outside" community emergency contact information was discussed. The concept of putting this contact information on the website with password protection provisions was discussed. It was noted that this information should also be available in a "hard" copy.

NEXT Meeting: The Annual meeting is scheduled for Wednesday, January 13, 2016 at 5:00pm at Garden Home Recreation Center Room 10. Please arrive early to sign in at 4:45pm in order to achieve a quorum.

Submitted by: Michael O'Rourke, Acting Secretary