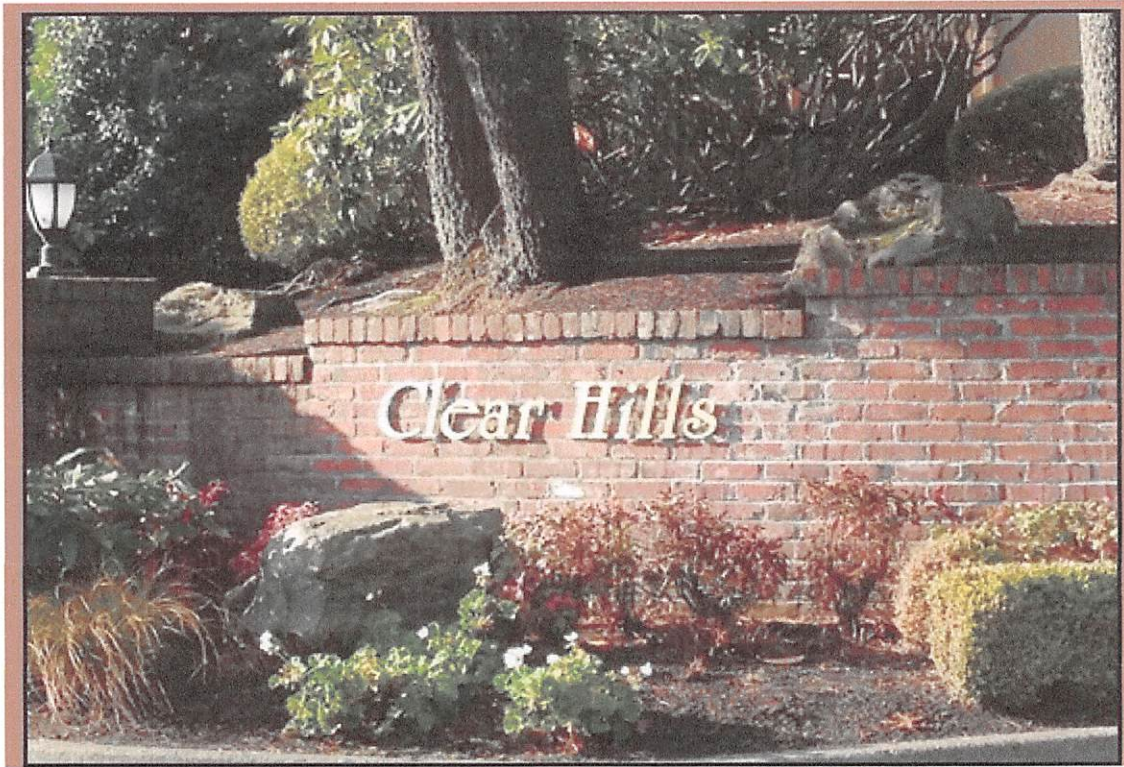


MINUTES
CLEAR HILLS CONDOMINIUM HOMEOWNERS
ASSOCIATION
January 13, 2016 Annual Meeting
Garden Home Recreational Center

Attendees:

| | | | |
|-------------------|-------------------|------------------|------------------|
| Wilma Jane Balick | Beverly Culp | Susan Schreiber | Chris Cusick |
| Dick Wissmiller | Dana Cress | George Davidson | Sue Berry |
| Nancy Grader | Bobbie Wissmiller | Wilma Loftesness | Michael O'Rourke |
| Evelyn Murphy | Harold Murphy | Alyssa O'Rourke | Lynn Drake |
| Mike Cusick | Jackie Nudleman | Scott Cress | |
| Tom Herburger | Suzie Herburger | | |

- Roll Call. Sign in sheet was used as roll call. Sheet available upon request; attendees are noted above.
- Proof of Notice of Meeting or Waiver of Notice.
- Reading of minutes of the 2015 Annual Meeting. Motion to dispense reading, seconded. Passed
- President's Report. President Dana Cress read her report and provided hard copies to those in attendance. See attached report below.
- Treasurer's Report. Treasurer Dick Wissmiller reviewed the Clear Hills balance sheet and profit & loss statement dated 12/31/2015. Motion to approve tax resolution 70-604 (carryover excess 2015 membership income over membership expenses to 2016 without paying income taxes on the excess), seconded, and passed.
- Reports of Committees. None
- Unfinished Business. Dick Wissmiller announced that he would measure every home in an effort to update the square footage data included on the HOA insurance policy. The O'Rourkes suggested using – where available - recent appraisal reports rather than measuring.
- New Business. Eastmoor Terrace property issues reviewed.
- Owners Forum. None.
- Meeting adjourned at 5:30pm



*Clear Hills
Condominium
Homeowners
Association*

Annual Report 2015

Board of Directors

President - Dana Cress
Vice President – Michael O'Rourke
Secretary – Nancy Grader
Treasurer – Dick Wissmiller
George Davidson – Member at Large

Committees

Architectural Review – Alyssa O'Rourke – Chair
Wilma Jane Balick
Janice Marvin
Sue Berry

Pool – Dana Cress
Chris Cusick

Landscape – Dana Cress

President's Report

Clear Hills Condominium Homeowners Association is in great condition because of the hard work of our Board and of our residents. Clear Hills is known for our park like grounds and they are looking top notch.

We have welcomed 2 new owners to the neighborhood this year and have said “goodbye” to some very special neighbors.

No Board elections scheduled as current Board member's terms have time remaining. (Term schedule posted on www.clearhills.org website)

What follows is an overview of the work accomplished in 2015 and a look at what our future holds.

1. New pool deck, quartz plaster, heater and electrical
2. Irrigation moisture sensors installed on all timer clocks
3. Irrigation control mapping completed
4. Forensic Building Consultants completed Reserve Study and Maintenance Schedule in November 2015 for 2016. (Posted on clearhills.org website)
5. October 2015 our contract was renewed with Martinez Family Landscape for our HOA maintenance.
6. HOA insurance was renewed to include earthquake coverage. Cancelled and rewritten 1/1/2016 to agree with our fiscal year end.
7. Voted to cancel the Comcast bulk billing effective April 30, 2016. Residents to arrange private television/internet/phone service coverage. No dishes should interfere with current sight lines within the community.
8. Street sign study (determined existing signs are in good shape) – David Olsgard
9. Emergency preparedness presentations & Red Cross training – Paul Cofer
10. Power flushing of all storm sewer drains every 3 years approved by Board.

Review of completed projects in 4 previous years:

1. 2010 - CWK2 Engineers hired (Bill Kehrli)
2. 2011 – Land Survey & mapping
3. 2011 – Natural gas service to Clear Hills
4. 2011 – Sweet gum perimeter trees removed
5. 2011 – Utility locate and mapping (water, sewer, storm drains, power & gas)
6. 2011 – Video survey of sanitary & storm drains
7. 2012 – New restated documents (Declarations & By-Laws)
8. 2012 – Streets seal coated
9. 2013 – New water system – design & install
10. 2013 – Upgrade to pool house & surrounding area
11. 2014 – Upgrade irrigation system
12. 2014 – Water pressure pump installed
13. 2014 – CHCHOA website set up – clearhills.org

Future projects:

1. Emergency contact information for all residents
2. Square footage measurement of all units to be completed. This information is for our HOA insurance coverage statement of values.

Respectfully submitted,

Dana Cress

1/4/16

**Clear Hills Condominium Homeowners Association
Meeting Minutes
February 10, 2016**

Board Members Present: Dana Cress, Dick Wissmiller, George Davidson
Homeowners present: Tom Herburger, Jackie Nudleman, Wilma Loftesness, Bobbie Wissmiller, Evelyn & Harold Murphy, Wilma Jane Balick, Beverly Culp, Jim Cieslinski, Janice Marvin, Chris Cusick, Elaine Kantor and Alyssa O'Rourke

Present also were two Comcast Representatives:

Chris McKee: Sales Development Manager for the Tigard Office
Geoff Gunkler: Neighborhood Rep.

It was reported that Mr. Gunkler will be contacting the homeowners to make an appointment with them to discuss how they want to proceed with their individual account after the bulk account is closed at the end of April. The HOA will not be renewing its relationship with Comcast. The current contract ends April 30, 2016. All home owners will be on their own, beginning May 1, 2016. Expect to hear from Geoff in March or April 2016.

Minutes: Minutes from the 2015 Annual Meeting will be forthcoming.

Pool: The north side of the Pool House roof is in disrepair. Three bids have been received to re-roof the structure. The HOA has hired LDJ roofing to do the job. Their bid was \$2,760. This repair is identified as needed in the reserve study and has been budgeted. The budgeted amount is \$3,700. Materials for this project will be delivered on Monday, Feb. 15, 2016. The work will start when weather permits.

Rats: There have been rat sightings in the neighborhood. The best way to keep them at bay is to NOT FEED THE BIRDS!

Treasurers Report: As of January 31st, 2016 the account balances are as follows:

Reserve Account - \$48,749.26

Operating Account: \$36,396.74

The pool plastering invoice was paid after the work was completed and approved. The cost \$9,500.

The financials are on track per budget.

The HOA Dues will continue to be \$490 through April, 2016.

May through December the dues will be \$425. This is due to the fact that Comcast will not be part of the services offered by the HOA.

Old Business:

7363 SW Eastmoor Terrace, the saga continues:

Dick contacted Sara Lappin , the Attorney, she is to make sure the HOA lien that has been filed on the property has named the correct parties attached to the property. There is some dispute as to who is the rightful owner. Wells Fargo or Fannie Mae. Currently the dues owed on this property are delinquent and the HOA wants to make sure that when the property is sold the HOA is paid for the delinquent dues which currently are in excess of \$4,500.

Storm Sewer: The Storm sewer line servicing Eastmoor Terrace is being fixed. The wet marshy common area between the Cieslinski's and the Herbergers should be eliminated.

The HOA Meeting days will be changed from Wednesdays to Thursdays.

The next meeting will be March 10, 2016 at 4:30 pm

Meeting place: the home of Dana and Scott Cress.

Minutes respectfully submitted by:

Alyssa O'Rourke

February 11, 2016

Clear Hills Condominium HOA Meeting Minutes
3-9-2016
7523 SW Clear Hills Terrace
Home of Scott and Dana Cress

In attendance: Wilma Jane Balick, Harold and Evelyn Murphy, Michael O'Rourke, Dana Cress, Dick Wissmiller (via face time)

- **President Cress called the meeting to order at 4:35pm.**
- **Minutes from the Feb. 10, 2016 HOA meeting were approved as submitted. It was noted that not all residents received copies of the minutes.**
- **It was reported that Nancy Grader has resigned as Secretary of the Association. Tom Herburger was offered and accepted the position of Secretary and Board Member for a three-year term, subject to Board approval. It was moved, seconded and approved that Mr. Herburger be named Secretary of the Association effective immediately. It was noted that the traditional (but not required by the bylaws) one-year residency requirement was waived for this appointment. Mr. Herburger was thanked for his willingness to serve. The Board offered spelling and grammar tutoring to Mr. Herburger to be used at his discretion.**
- **Pool building: The re-roofing project is completed. Unexpected additional work resulted in a budget overage of \$350.00**
- **Eastmoor Terrace Storm Drain: It was reported that progress on the drain repair is progressing, but blockages, faulty pipe seams and significant root intrusion has resulted in a revised scope of work and bid. The original bid was \$1,850.00. The revised bid is \$6,945.00. It was reported that the repair work is moving forward.**
- **Eastmoor Terrace distressed property update: It was reported that new checks are being drawn for the Association account and the account balance will be zero on receipt. Dick Wissmiller now has a Wells Fargo contact in North Carolina. It was reported that Wells Fargo has been made aware (again) that the Association has a strong interest in pursuing the possibility of purchasing the property in question prior to a sheriff's sale.**
- **Finance Report (Balances as of 2/29/16)**
 - **The Operating Budget balance is \$37,213.34.**
 - **The Reserve Budget balance is \$48,752.**
 - **COMCAST: It was reported that Dana Cress will follow up on the Comcast offer to tour their Hillsboro facility.**

- **Neighborhood water issues:** There was general discussion on community drainage and water issues. No specific action was proposed or taken at this time.
- **NEXT MEETING:** Date, time and location of the next HOA Meeting will be provided to the community in a separate notice.

Respectfully submitted by Michael O'Rourke

CLEAR HILLS CONDOMINIUM HOMEOWNERS ASSOCIATION BOARD MEETING

Meeting Date: May 11, 2016

Meeting Held at Dana Cress's Home

Board Members Present:

Dana Cress, Chair
Dick Wissmiller, Treasurer
Tom Herburger, Secretary

Board Members Not Present:

Michael O'Rourke, Vice Chair
George Davidson, Member at Large

Homeowners Present: Wilma Jane Balick, David Olsgard, Alyssa O'Rourke, Lynn Drake, Evelyn and Harold Murphy, Bobbie Wissmiller and Wilma Loftesness.

Welcome and Call To Order:

Dana welcomed everyone to her home and called the meeting to order at 4:35 PM.

Minutes of the March 9, 2016 were approved as submitted.

President's Report

Update on rats: 18 Homeowners signed up for bait traps. They were placed today. Bloom Pest Control estimates that enough bait was placed to kill 2000 rats. They will come check the traps in 3 months to restock the traps and estimate how much bait was eaten by the rats.

The pool is open. It is clean and warm and deck furniture look great. Jose removed the ivy by the East entrance to the pool and planted donated shrubs. It looks great.

Comcast: All homes except 2 have been completed. Two other home in our association are not using Comcast. Initial feedback is very positive. TV pictures are better and internet speed has improved.

Irrigation: we are still doing some adjustments to the "Water Miser" sensors so we don't water on rainy days.

Green space: Jose has started a 3 phase application of very small gravel to the grass in some soft areas to firm up the sod. The next applications will be done this fall and the final application next spring. So far the results are positive.

Treasurer' Report

Current Financials

| | |
|----------------|---------------------------|
| Operating Fund | \$40,437.05 as of 4/30/16 |
| Reserve Fund | \$48,758.84 as of 4/30/16 |

Our Reserve Study will be update by our consultant, Forensic Building Consultants, in conjunction with a sub-committee of the Board.

ARC Report

A proposal to install two retractable awning to the home at 7382 Eastmoor Terrace was approved by the Board.

Old Business:

Wells Fargo is now officially the lien holder of the home at 7363 Eastmoor Terrace. It appears that one of two options will happen soon, Wells Fargo could buy the property or it could go up for sale at a Sheriff's sale.

New Business:

Board will look into the cost and feasibility of adding six additional lanterns at the entrance to improve visibility and safety.

There is a rumor that Google may bring their high speed internet to our area. Only a rumor.

Dana will look into a letter Wilma Loftesness received from the "Water Board". Dana will report on her findings at the next Board meeting.

We had no Homeowner discussion.

Meeting Adjourned at 5:06 PM

Next meeting will be at 4:30 PM on June 8th at the Wissmiller home at 7644 Green Valley Terrace. Refreshments will be served.

Respectfully submitted by:

Tom Herburger, Board Secretary

SPECIAL BOARD MEETING

A special meeting was held with three board members present (Cress, Wissmiller and Herburger) on May 13, 2016 to discuss the need for the additional lighting at our entrance, considering new security concerns with all of the cars now parking on Montclair Drive. As a quorum, they voted to move forward as quickly as possible utilizing Jose's availability to dig the ditches.

CLEAR HILLS CONDOMINIUM HOMEOWNERS ASSOCIATION BOARD MEETING

Meeting Date: July 13, 2016

Meeting Held at the home of Dana Cress

Board Members Present:

Dana Cress, Chair
Michael O'Rourke, Vice Chair
Dick Wissmiller, Treasurer
Tom Herburger, Secretary
George Davidson, Member at Large

Homeowners Present: Paul Cofer, David Olsgard, Alyssa O'Rourke, Lynn Drake, Nancy Grader, Susan Schreiber, Bobbie Wissmiller.

Welcome and Call To Order:

Dana welcomed everyone and called the meeting to order at 4:34 PM.

Minutes of the May 11, 2016 meeting were approved as submitted.

Minutes of the May 13, 2016 special meeting were approved as submitted.

Note: A copy of these minutes can be found at the end of the May 11, 2016 meeting minutes on the website.

President's Report

New entry monument lanterns

The project is complete at a total cost of \$3,434.22.

Reminder about Estate/Garage sales

Dana reminded homeowners that our rules and regulations prohibit Estate and garage sales in Clear Hills.

Additional signage ideas for entry to increase security and decrease traffic

Two types of signs were considered at our entrance, one (No Outlet) and the other (No Solicitations). After discussing the pros and cons, the Board decided the only sign they would consider is the (No Outlet) sign. Dana will check with her contact that did the signage at Portland Golf Club and get his guidance on this issue. She will report back to the Board before next month's meeting.

Treasurer' Report

Current Financials

| | |
|------------------------|---------------------------------|
| Operating Fund Balance | \$42,277.20 as of June 30, 2016 |
| Reserve Fund Balance | \$48,765.33 as of June 30, 2016 |

Water use analysis

As a homeowners association we continue to see annual rate increases of 5%. Our usage levels depend on both time of year and weather. We continue to control our landscape usage by utilizing our "Water Miser" system that skips watering on days when the soil is already moist.

One homeowner wants us to remember that some time in the future we would consider converting our landscaping to a sustainable variety where we don't use plants that need water.

ARC Report

Alyssa O'Rourke

No activity this month.

Old Business:

Dick Wissmiller lead a general discussion on our home at 7363 SW Eastmoor Terrace, owned by Wells Fargo Bank. The bank is current on their HOA dues. Dick has contacted the bank to assure they still stand behind their commitment to paint the home and the fences on both sides of the property. He estimates it will cost approximately \$5,000.

New Business:

Flagpole at pool

The Board and homeowners present discussed the pro and cons of placing a 20 foot flagpole by the pool to display the United States flag to honor our country. A consensus was not reached. Dana will send out a short survey to all homeowners to gain their input.

One non-board member in attendance at the meeting said that even if the majority of homeowners approved the flagpole, they would fight it in any way possible, including legal action.

NOTE: The board met by email the day after the board meeting and voted unanimously to drop the proposal. We will not be placing a flagpole by the pool.

Pool potluck date

August 18, 2016. More detail to follow.

Pool house exterior door replacement

The Board voted to replace all of the pool house doors with fiberglass doors at a cost of approximately \$1,500.

Pressure pump inspection

Our Reserve Study funds a semi-annual inspection of our system at a cost of \$1,500 per inspection. Prior to the inspection, Dick Wissmiller will solicit homeowners views on how the system works for their home, and pass this information on to the inspection company. We will ask for their report in writing.

FNMA/FHA approval discussions

We will table discussion on this topic until Mike Cusick can attend one of our board meetings, so the board can better understand his needs for certain designations.

Owner Discussion Time

Owners expressed positive views of the appearance of the pool, the gardening throughout the development and the functioning of our board of directors.

One homeowner suggested we replace the cushions on the pool furniture with some brighter colors. The current cushions continue to be in good shape and we will consider a color change when they are replaced.

Meeting Adjourned at 5:46 PM

Next meeting will be at 4:30 PM on August 10th at the Davidson home at 7633 SW Green Valley Terrace.

Respectfully submitted by:

Tom Herburger, Board Secretary

"END OF REPORT"

CLEAR HILLS CONDOMINIUM HOMEOWNERS ASSOCIATION BOARD MEETING

Meeting Date: August 16, 2016

Meeting Held at the home of George and Dale Davidson

Board Members Present:

**Dana Cress, Chair
Michael O'Rourke, Vice Chair
Dick Wissmiller, Treasurer
Tom Herburger, Secretary
George Davidson, Member at Large**

Homeowners Present:

Alyssa O'Rourke, Bobbie Wissmiller, Dale Davidson, Sue Berry, Chris Cusick, Wilma Jane Balick, Beverly Culp and Jim Cieslinski.

Welcome and Call To Order:

Dana welcomed everyone and called the meeting to order at 4:30 PM.

Minutes of the July 13, 2016 meeting were approved as submitted.

President's Report

Signage proposals for entry monuments

The Board approved removing the two signs at our entrance that say "Private Road" and replacing them with two signs that say, "No Outlet/Private Road".

Treasurer' Report

Current Financials as of July 31, 2016

Operating Fund Balance \$36,537.65

Reserve Fund Balance \$48,768.63

These balances are slightly inflated because we have not been billed by Milroy Golf Systems, Inc., the company that pays Jose, for the last six weeks. Dick Wissmiller does not see any surprise expenses that may affect these balances.

Reserve Study

We have received the "Edit" copy of our 2017 Reserve Study from our consultant, Forensic Building Consultants. We are currently fully funded, but we are looking at the large expenditure for street paving that is currently scheduled for 2018 to make sure we are reserving funds to cover this expense. The Board will review the study during the next few weeks for any revisions and finalize the report with the consultant. It was noted that the 2016 Reserve Study is posted on our website.

Committee Reports

ARC Report - Alyssa O'Rourke - No activity this month.

Pool Report - Dana Cress - Two new umbrellas have been installed.

Pool Potluck Party---August 25th at 5:00 PM

The date for the party has been moved to August 25th at 5:00 PM from its original date of the 18th. The HOA will supply chicken for the potluck. Any homeowners should contact

Dana with any food items they would like to bring to the Potluck. Homeowners are responsible for their own beverages.

Old Business:

Pool door replacement - Dick Wissmiller

All four doors will be purchased and installed by Home Depot for \$2,829.66. The doors will be fiberglass and should have a long life span. The cost is within \$129 of what we budgeted years ago in the Reserve Study.

Wells Fargo Update – Dick Wissmiller

Wells Fargo is current on the HOA dues on the home they own at 7363 SW Eastmoor Terrace. We have not heard back from them on our request to pay for the painting of the home. We continue to have an active lien on the property, but we realize it is behind several other lien holders.

New Business:

No new business.

Owner Discussion Time

Wilma Jane Balick has been successful in ridding her yard of moles.

Dana will coordinate the removal of a large tree limb hanging over the fence between the Cusick/Murphy properties. This is not an HOA responsibility.

It was suggested that when we get bids to re-pave our roads, we will also investigate getting bids if homeowners would like to replace their driveways. Driveway replacement would be at homeowner expense.

Meeting Adjourned at 5:05 PM

Next meeting will be at 4:30 PM on September 14, 2016 at the home of the O'Rourke's.

Respectfully submitted by:

Tom Herburger, Board Secretary

CLEAR HILLS CONDOMINIUM HOMEOWNERS ASSOCIATION BOARD MEETING

Meeting Date: September 14, 2016

Meeting Held at the home of Michael and Alyssa O'Rourke

Board Members Present:

**Dana Cress, Chair
Michael O'Rourke, Vice Chair
Dick Wissmiller, Treasurer
Tom Herburger, Secretary**

Board Member not Present

George Davidson, Member at Large

Homeowners Present:

**Bobbie Wissmiller
Wilma Jane Balick.**

Welcome and Call To Order:

Dana welcomed everyone and called the meeting to order at 4:30 PM.

Minutes of the August 16, 2016 meeting were approved as submitted.

President's Report

Signage update for entry monuments

Signs have been ordered for both entry monuments. The top sign will say "Clear Hills Drive" and the sign below it will say "No Outlet" and under that "Private Road". The signs will have a white background with a black border and lettering. The "No Outlet portion of the sign will be yellow.

Treasurer' Report

Current Financials

| | |
|-------------------------------|--|
| Operating Fund Balance | \$39,461.57 as of August 31, 2016 |
| Reserve Fund Balance | \$48,771.93 as of August 31, 2016 |

Reserve Study

We continue to build our Reserve Balance in anticipation of repaving all common roads in 2018. We have asked area contractors for updated estimates for the project so we feel comfortable with the amount we have set aside in our Reserve Funds.

Once we get the estimates, we will finalize the Reserve Study.

Committee Reports:

ARC Report

No activity this month.

Pool Close Date—Dana Cress

The pool will close for the season on September 16th.

Pool Potluck Party

The party was held on Tuesday night the 13th. It was declared a success.

Sprinkler Water Miser Sensors—Dana Cress

The misers are not working properly. Dana will work with Ewing Irrigation Supply to resolve the problem.

Old Business:

Pool house door replacement update—Dick

The doors have been delivered and will be installed October 10th and 11th.

FHA Update: The Board approved the expenditure of \$2,000 to have our law firm, Landye, Bennett, Blumstein LLP pursue approval to have Clear Hills Condominium Association be approved for FHA loans.

Update on home at 7363 SW Eastmoor Terrace owned by Wells Fargo:

We received a check for \$6,862.50 which includes all dues and maintenance billed to date and \$5,150.00 to paint the house, trim and fence. This amount is equal to the bid we received from Bill Hunt Painting for the complete job.

The plan is to paint the house the same color as the pool house and paint the trim white.

We will ask the Architectural Review Committee for approval prior to proceeding with the job.

We hope to have the painting completed by late September or early October.

New Business:

No new business.

Owner Discussion Time

We continue to experience frustration with the cars parked at the top of Montclair Drive. We are worried about an accident as vehicles turn onto Montclair Drive from Scholls Ferry Road.

We continue to talk to Northwest Natural Gas Company about incentives to bring gas lines to our remaining homes without gas, prior to resurfacing our roads.

Meeting Adjourned at 4:56 PM

Next meeting will be at 4:30 PM on Wednesday, October 12, 2016 at the home of Dick and Bobbie Wissmiller – 7644 SW Green Valley Terrace.

Respectfully submitted by:

Tom Herburger, Board Secretary

CLEAR HILLS CONDOMINIUM HOMEOWNERS ASSOCIATION BOARD MEETING

Meeting Date: October 12, 2016

Meeting Held at the home of Dick and Bobbie Wissmiller

Board Members Present:

Dana Cress, Chair, Michael O'Rourke, Vice Chair; Dick Wissmiller, Treasurer; Tom Herburger, Secretary; George Davidson, Member at Large

Homeowners Present:

Bobbie Wissmiller, Wilma Jane Balick, Alyssa O'Rourke, Paul Cofer, Wilma Loftesness, Janice Marvin, Harold Murphy, and Suzie Herburger.

Welcome and Call To Order:

Dana welcomed everyone and called the meeting to order at 4:30 PM.

Minutes of the September 14, 2016 meeting were approved as submitted.

President's Report

Replacement lanterns to 9 posts on north side of Clear Hills Drive The Board approved the expenditure of \$767.20 to buy eight new light fixtures for along north side of Clear Hills Drive. They will be the same style as the lights at the entrance to Clear Hills.

Wells Fargo home painting completed. All painting has been completed except the south side of the fence. It will be painted as weather permits.

NW Natural Gas Installation Update

We have seven remaining homes that do not have natural gas installed. The Board encourages homeowners to consider installing natural gas so we can minimize future damage to our streets.

Treasurer' Report

Current Financials

| | |
|------------------------|--------------------------------------|
| Operating Fund Balance | \$43,475.40 as of September 30, 2016 |
| Reserve Fund Balance | \$48,775.12 as of September 30, 2016 |

Reserve Study Update

The 2017 study has been completed by our consultant. It is available for viewing on our website. We are currently funding the Reserve with \$1,987.00 each month from the monthly HOA dues paid by all homeowners. As we project our "Reserve Study" expenses over the next 30 years, the Board will continue our policy to not let the Reserve balances fall below \$12,000.00 in any given year. We will evaluate this amount on an annual basis after the reserve study is completed for that year.

Committee Reports

ARC Alyssa O'Rourke

Weinstein Two Requests

The Weinstein's, the new owners of the home at 7778 SW Green Valley Terrace

submitted an ARC request to make two modifications to the exterior of their home. The first is to remove some shrubs and trees around the house.

After consulting with the owners of 7756 SW Green Valley Terrace, who offered their support for removing the shrubs and trees, the ARC approved the request. The second request involved installing a new roof with composition shingles with a color that matches our approved colors. In addition, they will be adding some skylights, replacing some windows and removing a chimney. The replacement windows will be white Milgard windows. The ARC reviewed detailed drawings that show all of the changes the Weinstein's requested. The ARC recommended that the Board approve the request. The Board gave their unanimous approval.

Landscape____Dana

Sprinkler Water Miser Sensors

Dana and Jose met with the company that sold us our Water Miser system to better understand how the sensors work. Jose has re-calibrated and tested all of sensors. We will know next spring how well the system works.

Emergency Preparedness Paul Cofer

Paul gave everyone in attendance a copy of a check list he uses to prepare himself and his home for any emergency situation that may occur during the fall and winter months. Paul also made a presentation on "Automatic Shut Off" valves that will shut off natural gas to a home in the event of an earthquake in the area. By shutting off the natural gas, the risk of fire is greatly reduced. This is relevant to our area because our homes are so close to each other. Paul estimates the cost to purchase and install a system in a home would be approximately \$350.00.

Dana will research the systems, including seeing if a system would be available to shut off the natural gas to all homes in the event of an earthquake in the general area. She will report back on her findings at our November meeting.

Old Business:

Entry Signage Dick

The new signs have been installed at the entrance at a total cost of \$164.30.

Paving Bid Dick

Our HOA has been setting aside funds in our Reserve Fund in anticipation of repaving our common roads in 2018. The most recent estimate we have received for the repaving is \$69,000.00. The company that gave us this estimate suggested we consider "Seal Coating" our roads instead of repaving. Their rationale is that our current roads have a very good base and in general they are in good condition. The cost to "Seal Coat" is estimated to be \$8,490.00. Prior to the seal coating we may also have to incur some expenses to repair portions of the asphalt. The Board will make a final decision in late 2017 on which option they recommend.

Pool Doors

The four new pool building doors have been installed and will be painted as weather permits.

FHA Approval for Clear Hills

Dick continues to work out the legal details to designate Clear Hills as an approved FHA development. This would allow individual homeowners over the age of 62 to apply for "Reverse Mortgages".

Annual tax returns and a CPA's "Annual Financial Review"

The Board reconfirmed our commitment to have a "Financial Review" completed by our CPA firm on an annual basis. The Board approved an expenditure of \$1,825.00 to pay for the preparation of our 2015 taxes and perform our 2015 "Financial Review". The 2016 taxes and financial review will be completed for an additional \$1,825.00

New Business:

The Board approved sending a notice to the homeowner that has a U-Haul truck parked in front of their home on Green Valley Terrace that they are in violation of the CC&Rs for Clear Hills.

Owner Discussion Time.

Homeowners had a general discussion on fire and earthquake insurance policies and how their policies coordinate with the Clear Hills HOA policy. It was suggested that we invite our insurance representative to our annual meeting to discuss our insurance coverage.

Meeting Adjourned at 5:45 PM.

Next meeting will be at 4:30 PM on November 9, 2016. Location to be determined.

Respectfully submitted by:

Tom Herburger, Board Secretary

CLEAR HILLS CONDOMINIUM HOMEOWNERS ASSOCIATION BOARD MEETING

Meeting Date: November 9, 2016

Meeting Held at the home of Dana and Scott Cress

Board Members Present:

Dana Cress, Chair
Michael O'Rourke, Vice Chair
Dick Wissmiller, Treasurer
Tom Herburger, Secretary
George Davidson, Member at Large, Absent from meeting.

Homeowners Present: Paul Cofer, Alyssa O'Rourke, Bobbie Wissmiller, Wilma Jane Balick, Janice Marvin.

Welcome and Call To Order:

Dana welcomed everyone and called the meeting to order at 4:30 PM.

Minutes of the October 12, 2016 meeting were approved as submitted.

President's Report

Welcome Committee: The board would like to reinstitute a Welcome Committee. The function of the committee would orient new owners to our Declaration/Rules and Regulations and cover what it is like to live in a HOA community. Dana will personally contact current homeowners to see if someone would like to take on this project.

Treasurer' Report

Current Financials

| | |
|------------------------|------------------------------------|
| Operating Fund Balance | \$41,998.27 as of October 31, 2016 |
| Reserve Fund Balance | \$48,778.42 as of October 31, 2016 |

October financial statements have been posted to the website.

2017 Budget: A subcommittee was appointed to develop our 2017 budget. Those volunteering were Paul Cofer, Dana Cress, Dick Wissmiller and Tom Herburger. The goal will be to have a budget to submit to the board at our December meeting.

Reserve Study Update: Our reserve study has been completed and the final copy is posted on our website.

During the budgeting process we will continue to evaluate the amount of money that needs to be set aside for road maintenance in 2018. This will be discussed at our December board meeting.

Wells Fargo Home Update: Painting has been completed. Wells Fargo has agreed to pay for the removal of the Blue Spruce in the back yard. They will be mailing us a check and then we will have it removed.

Committee Reports

ARC Report No new requests

Landscape ARC

Weinstein Tree removal request: The Weinstains have asked for approval to remove two large Leyland Cypress trees from the east side of their driveway. They will plant a hedge to help screen off the cyclone fence bordering the Raleigh Scholls Apartments. They have agreed to pay the total cost of the project. The board approved the request.

Old Business:

Clear Hills Drive Lanterns: Dick Wissmiller has completed the installation of new lanterns along Clear Hills Drive.

New Business: None

Owner Discussion Time: None

Meeting Adjourned at 5:00 PM

Next meeting will be at 4:30 PM on December 14, 2017 at the home of Paul Cofer and David Olsgard

Respectfully submitted by:

Tom Herburger, Board Secretary

CLEAR HILLS CONDOMINIUM HOMEOWNERS ASSOCIATION BOARD MEETING

Meeting Date: December 14, 2016

Meeting Held at the home of Paul Cofer & David Olsgard

Board Members Present:

**Dana Cress, Chair
Michael O'Rourke, Vice Chair
Dick Wissmiller, Treasurer
Tom Herburger, Secretary
George Davidson, Member at Large, Absent from meeting.**

Homeowners Present: Paul Cofer, David Olsgard, Alyssa O'Rourke, Bobbie Wissmiller, Wilma Jane Balick, Suzie Herburger, Jim Cieslinski, Beverly Culp and Scott Cress.

Welcome and Call To Order:

Dana welcomed everyone and called the meeting to order at 4:30 PM.

Minutes of the November 8, 2016 meeting were approved as submitted.

President's Report

Budget Committee Report: The Board approved the 2017 budget of \$104,426, which includes an additional premium of \$188/year to increase our liability limit from \$5.0 million to \$10.0 million. All anticipated expenses have been budgeted for and our dues will stay the same at \$425/ month.

Treasurer' Report

Current Financials

| | |
|-------------------------------|--|
| Operating Fund Balance | \$42,376.93 as of November 30, 2016 |
| Reserve Fund Balance | \$48,781.61 as of November 30, 2016 |

November financial statements have been posted to the website

Insurance Quote & Proposal to increase liability limits:

We have received our insurance renewal package and our premium has decrease \$700 for the year.

Wells Fargo Home Update on Blue Spruce removal:

We received a check from Wells Fargo that will cover the expense to remove the Blue Spruce.

FHA Approval Update:

The Board will continue to discuss the pros and cons of obtaining FHA approval and certification for our Clear Hills development. Dick Wissmiller will be researching the issue and the Board will have a decision by our annual meeting in January.

Financial Review:

Our CPA firm has completed the review of our financial records for 2015. Their review and approval has been posted on our website

Committee Reports

ARC Report No new requests

Emergency Preparedness Committee: (Report by Paul Cofer)

Paul presented what he has learned to date about devices that can be installed to protect our homes and development in case of a natural gas leak caused by an earthquake or other accident. Dick Wissmiller will research the legal ramifications to the HOA of having these devices installed at HOA expense. The Board's decision will be presented at the Annual Meeting in January.

Old Business: None

New Business: None

Owner Discussion: None

Meeting Adjourned at 5:39 PM

Next meeting will be at 4:30 PM on January 11, 2017 at Garden Home Community Center

Respectfully submitted by:

Tom Herburger, Board Secretary