



Hidden Grove/Green Valley  
Homeowners Association

***“Our mission is to provide for the safety of our residents,  
maintain the common property and protect our home values.”***

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Annual Meeting of the Homeowners Association Membership

Date: January 15, 2020

**Minutes**

Reminder to all Board Members and residents in attendance that our Board of Directors is comprised of Lot owners who give their time to help keep our neighborhood a place we all want to live. They give of their time as volunteers because they care about the neighborhood. Board Members are expected to pay their dues and comply with the CC&Rs or pay the same price as any other Lot owner/resident in the Association.

In attendance Carrie Andries, Mike House, Megan McPherson, Barbara Roselip, and Carol Rosenberg

Business:

1. Elect Members to fill 2 open Board positions
  - Carol Rosenberg was reelected to the Board.
  - One Board position still unfulfilled
2. Accomplishments of 2019 and Challenges for 2020
3. Owner Occupied/vs Rental properties changed slightly
  - Reviewed number of owner-occupied properties, has gone down from 74% to 72.50%
  - 2018 74%
  - 2017 74.5%
  - 2016 67%
4. Non-Compliance Statistics
5. Income vs expenses

Adjourn at 6:15 P.M.

Respectfully Submitted

Mike House, Secretary

## Accomplishments of 2019

2019 was another great year for the HGGV HOA! The achievements include:

1. \$56,000.00 was deposited into our reserve account – however the HOA used \$1,431.00 for Xeriscaping across from the clubhouse.
2. The Association opened another \$30,000.00 CD. The Association now has 5 CDs which are earning much more interest than our money market. The balance on our 5 CD's:
  - \$108,597.98
  - \$79,988.26
  - \$31,385.56
  - \$30,934.26
  - \$30,812.68
3. The HOA Xeriscaped the area across from the clubhouse. This will save the HOA money we have paid for maintenance.
4. Mike Eddy, who the HOA hired to help with pool season did an awesome job and provided much needed relief to Carrie. He is also helping with several odd jobs around the Association.
5. The HOA is now a certified Firewise community. The Board moved to have our community participate in the Firewise USA® program. The Peninger fire was a rude awakening to our vulnerability to fire that could consume our entire community. Fire District 3 promotes this program and Ashley Blakely is the community advisor that oversees it. Ashley and her team will prepare an action plan and do an assessment of our community that will help us minimize our risks and prepare better to survive a fire. Ashley will identify risky vegetation and fuels around our homes and community that would increase fire risks. The next step will be a community effort to mitigate those risks as best we can. She will also identify communication plans we can participate in and provide us with evacuation routes as well as ideas for go bags and just being mentally prepared to act. The HOA Board recognized some of the confusion and panic we all felt with the Peninger fire and want to make our community a safer and more durable place to live.
6. Several collection accounts have been paid due to the HOA turning over non-paying or late paying residents to our collection agency before they become too far past due.

## Challenges for 2020

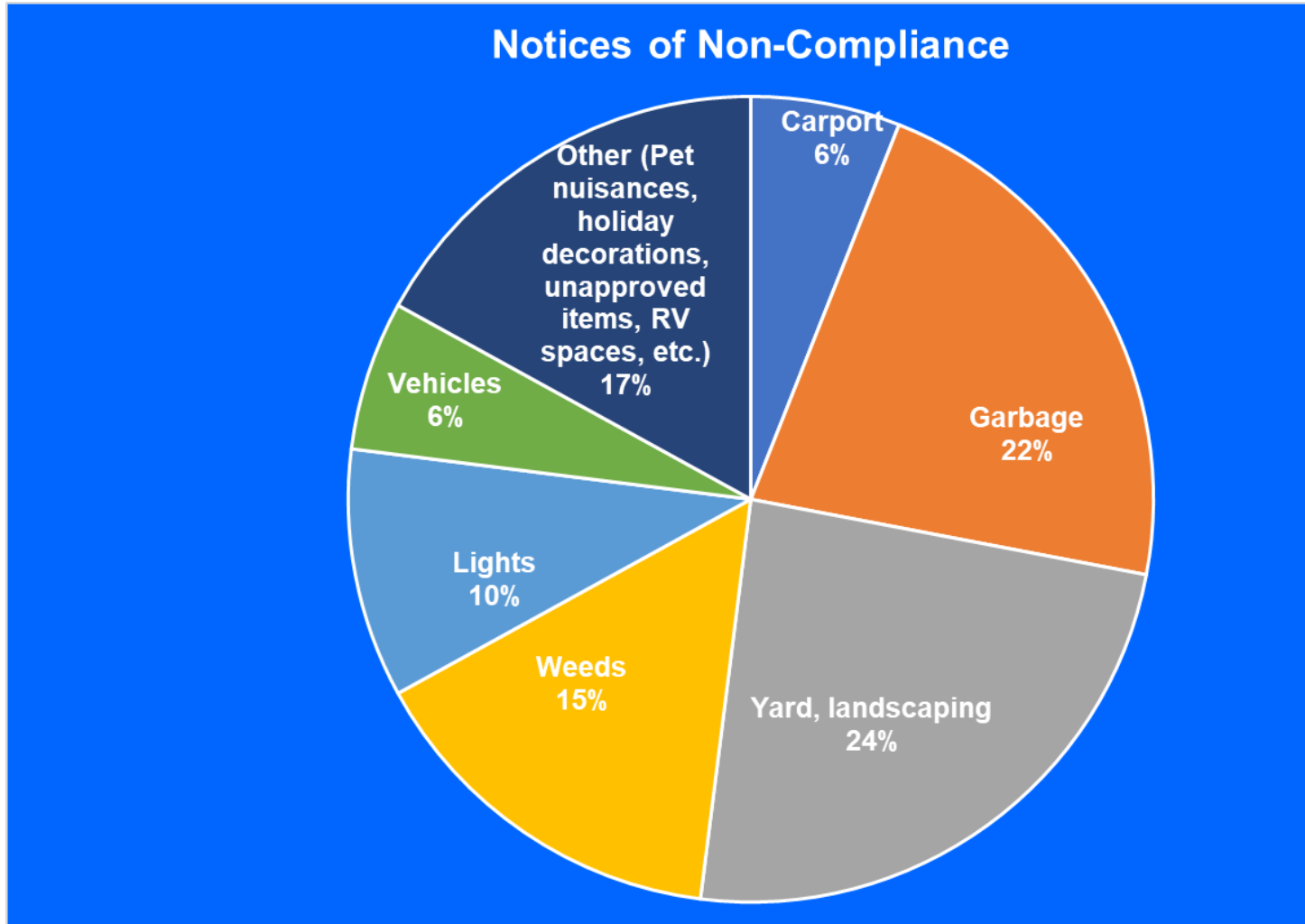
- As always one of the main challenges will be funding the reserve account so that the Board can pay for scheduled repairs and maintenance of common elements along with emergency or unforeseen repairs.
- Several scheduled repairs will occur in 2020.
  - The clubhouse interior will be carpeted and painted.
  - Siding on the clubhouse exterior will be replaced
  - The Entire clubhouse exterior will be painted
  - Moss removal will be done to the clubhouse roof
- Control of monthly operating costs and strict adherence to the approved

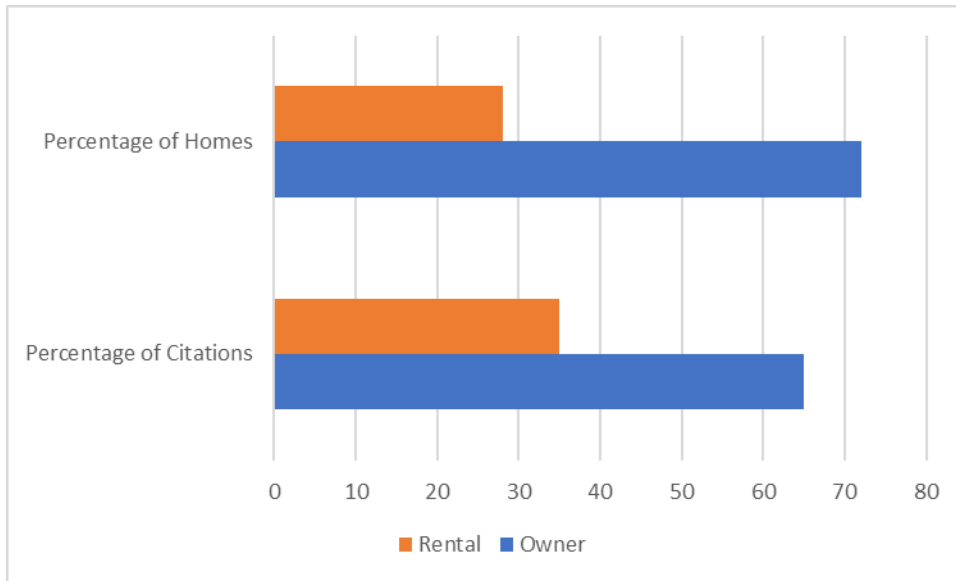
budget. As we continue to follow and adhere to a budget, the Board is more able to accurately predict income and expenses.

- Enforcement of the CC&Rs – always a challenge since we continuously have people moving in and out of the subdivision. It's one of Carrie's main responsibilities and allows her to be in close contact with homeowners to find out what needs to change as well as what needs to be done to ensure all residents comply with our CC&Rs, Rules and Regulations, and Board Resolutions. The main goal is to make our neighborhood a safer and nicer place to live.
- The HOA will need to enforce the covenant regarding sidewalk maintenance.
- The HOA will always aggressively seek payment of homeowner dues and limit losses to every extent possible.
- The HOA hopes Mike Eddy will want to continue as helper for the HOA especially for the pool in the summer of 2020.

Non-Compliance Statistics for 2019.

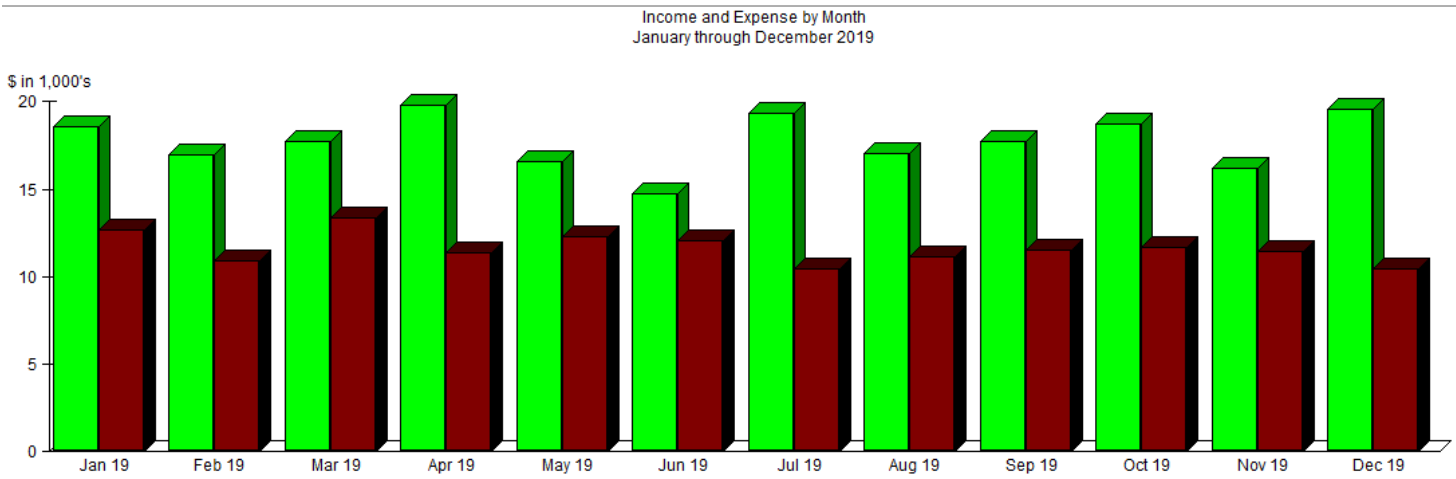
509 Notices Sent in 2019





Income vs Expenses

Income & Expenses by Month





Hidden Grove/Green Valley  
Homeowners Association

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Board of Directors Meeting Minutes

Date: January 15, 2020

Call to order at 6:15 P.M.

Board Members in attendance: Mike House, Megan McPherson, Barbara Roselip and Carol Rosenberg

Staff in Attendance: Carrie Andries

No Residents/Guests in attendance

Newly Elected Board Members:

1. Appoint newly elected Board Members to positions on the Board
  - Reappoint Carol Rosenberg reelected during annual meeting.

Old Business:

1. Approve November Meeting Minutes
  - Approved
2. Review letter to send to residents regarding sidewalks/gutter
  - Board approved the format
  - Board approved to pay 30% of the repair cost for each sidewalk section but not to exceed \$75.

Reports:

Financial Report: (Carrie)

1. Copies of Bank Statements in clubhouse office for review upon request
2. Financial Reports
3. 90 days past due report/Accounts in collections
  - All reports were approved as submitted.

Manager's Report: (Carrie)

1. CC&Rs Report
  - a. not much to report

New Business:

1. Approve 2020 Budget
  - Approved
    - a. does the Board want to install new oven, dishwasher and microwave? Approximate cost: \$1200.00
      - No

- b. removed the park benches. Logistically, it will cost more money than the cost of the benches. The ground where we want to install them isn't fit for a bench. We would have to dig.
2. 2020 Reserve Study (attached)
    - a. Walkways/patios and curbs are under 30 remaining useful life (RUL).
      - Keep inspecting annually to assess if there are repairs needed
    - b. Storage building masonry is under 30 RUL.
      - Some crystallization, but the entire building would not be replaced. Board instructed Carrie to get bids for pressure washing building and painting with a sealant
    - c. HVAC, we will keep at 1 year until it needs replacement. We will keep updating the cost of replacement every year.
    - d. Clubhouse paint, carpet and siding will reset after this year's repair/replacement.
    - e. Plan for crack seal and road surfacing in 2021?
      - Carrie to get bids for November 2020 meeting
  3. Per bylaws, Board needs to review limits on insurance coverage annually and increase at their discretion. Does the Board want to consider raising the HOA insurance coverage?
    - a. A policy(ies) insuring the Homeowners Association, the Board of Directors, the Lot owners and the managing agent against liability to the public or the Lot owners, their invitees or tenants, incident to the ownership and/or use of the Common Property. There shall be excluded from such policy(ies) coverage of a Lot owner (other than as agent of the Homeowners Association or member of the Board of Directors) for liability arising out of acts or omissions of such Lot owner and liability incident to the ownership and/or use of the part of property as to which such Lot owner has the exclusive use or occupancy. Limits of liability under such insurance shall not be less than five million dollars (\$5,000,000.00) on a combined single limit basis (such limit and coverage to be reviewed at least annually by the Board of Directors and increased at its discretion). Said policy(ies) shall be issued on a comprehensive liability basis and shall provide cross liability endorsements wherein the rights of the named insured under the policy(ies) shall both be prejudiced as respected her/his/their action against another named insured.
    - b. Carrie emailed insurance agent and confirmed the HOA is covered according to the provisions of the Bylaws.
  4. Set Schedule for 2020 Board Meetings (usually 6:00pm 3<sup>rd</sup> Wed. every other month)
    - a. March 18, May 20, July 15, September 16 & November 18
      - Approved
  5. Discuss pedestrian easement across sidewalks. Several residents park so that their vehicle covers the sidewalk. (Mike)
    - a. Both the CC&Rs and Rules and Regulations state:
      - “Pedestrian Easement” refers to the sidewalk/driveway along the front of each Lot, which shall herein become a pedestrian easement. Each Lot owner, by purchasing said Lot, hereby grants a

3-foot pedestrian easement across the sidewalk/driveway on the frontage of each Lot.

- The board voted unanimously to actively enforce pedestrian easements outlined in CC&R's

### Requests from Lot Owners

Request from a resident on Walnut Grove to have \$10 fine for garbage waived. (email attached) They were out of town, and asked family to look after their house while they were gone and mom was unable to get the garbage can behind our gate.

- Waiver approved

Request from a resident on Pheasant to have \$200.00 fine for landscaping waived (email attached). Sod was installed on January 3.

- Waver approved

Request from a resident on Walnut Grove to install total privacy fence with slats on the INSIDE of the fence.

- Notify neighbor to participate in a good neighbor fence or a privacy fence would be allowed at 1918 Walnut Grove.

Meeting adjourned at 7:00 P.M.

Respectfully submitted,

Mike House, Secretary

Next Meeting: Wednesday, March 18, 2020 6:00pm in the clubhouse



Hidden Grove/Green Valley  
Homeowners Association

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SPECIAL MEETING OF THE BOARD OF DIRECTORS MEETING MINUTES

Date: February 4, 2020

**Board Members present:** Mike House, Barbara Roselip and Carol Rosenberg

**Board Member absent:** Megan MePherson

**Staff present:** Carrie Andries.

**Location:** Clubhouse

Call to Order at 3:00 p.m.

There was a quorum of the Hidden Grove/Green Valley HOA Board of Directors present.

1. The 5-year CD with Umpqua Bank has matured.
  - a. Motion was made, 2<sup>nd</sup> and unanimously approved to deposit \$106,000.00 into a new 5-year Certificate of Deposit at Rogue Credit Union.
  - b. \$150.00 be deposited into a new savings account with Rogue Credit Union.
  - c. Up to \$2924.00 shall be deposited into a new Money Market Account with Rogue Credit Union  
Carol Rosenberg, President and Barbara Roselip, Treasurer and Mike House, Secretary shall open the accounts and be signers on the account.
  
2. The estimated annual cost for a fidelity bond is \$850.00 for a fidelity bond in the amount of \$350,000. This includes coverage for both Directors and Officers (\$492) and extended coverage to 3<sup>rd</sup> party (manager) (\$350).
  - a. The Board voted to purchase the fidelity bond insuring all 5 directors and get the extended coverage for a 3<sup>rd</sup> party (manager).

Meeting adjourned at 3:15 pm.

Next regular meeting of the Board of Directors will be Wednesday, March 18, 2020 6:00pm in the clubhouse.

Respectfully submitted,

Mike House, Secretary





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Board of Directors Meeting Minutes      Date: April 29, 2020  
Meeting by video conference

Board Members in attendance: Carol Rosenberg, Barbara Roselip, Mike House, Megan McPherson

Staff in Attendance: Carrie Andres

Residents in Attendance: 5 residents in attendance

Meeting was called to order at 6:00 p.m.

Board Members

1. Vote by those in attendance on new board member (Paul Rydings)
  - All in attendance voted to elect Paul Rydings the HOA board.
2. Board to appoint new member to a post
  - The board voted unanimously to appoint Paul Rydings as Member-at-Large. His term will expire December 31, 2022. Megan McPherson has been appointed as Vice President. Her term will expire December 31, 2022

Requests from Lot Owners

- Request from resident on Hawk Drive to be heard by the board regarding the sidewalk easement (via phone)
- Request from resident on Twin Rocks Drive to be heard by the board regarding the sidewalk easement (via video conference)
- Request from resident on Pheasant Way to be heard by the board regarding the sidewalk easement (via email)
- To simplify the conversations regarding sidewalk easements, the board's response was the same to all those requesting a hearing regarding these issues. While we appreciate the challenges expressed in our web meeting by Julie Shipman and Jordan Anderson, and those that asked for a hearing by email, the board's hands are tied by Oregon state statute and Central Point city municipal code as well as our own CC&R's. The sidewalks must remain clear for pedestrian passage and anyone impeding said passage will be notified of their noncompliance and fined if they persist in illegally parking. We also appreciate the lack of street parking in some of our areas and have been unable to gain relief by reducing our fire lane restrictions. It now falls to neighbors and

residents to find acceptable options. Thursdays and Fridays are more difficult because we have garbage pickup that consumes some of the available spaces. We may ask that residents place all their garbage receptacles on the fire lane side to mitigate this. We have to contact Rogue Disposal to see if this would be acceptable given they may have difficulty determining whose can is whose.

- Request from resident on Nadia Way to be heard by the board regarding weeds in landscaping (via email)
  - The board has given leniency for weed issues in past for Norine. She knows the requirements of the CC&R's regarding this issue and needs to be more proactive in abating them before they infest neighbor's yards. The board voted unanimously to give her 30 days to completely abate the weed problem or fines will be levied.
- Request from non-resident owner on Lara Lane to be heard by the board regarding having some fines for non-compliance waived (via email)
  - The board has always been amenable to waiving fines and late fees if an owner has shown good faith in addressing any noncompliance issue. In this case the board voted unanimously to refuse any relief. The owner has had almost a year to begin responding and addressing these problems and only now asks for consideration. The board felt, given the lack of communication and compliance, regardless of the recent information shared, we would be setting a dangerous precedent if we approved this request.
- Request from resident on New Haven to have paint colors approved. (via video conference)
  - The board has tried to work with Melanie regarding her choice of house colors. Because she purchased her paint prior to getting the colors approved, we have accepted her choice of body color and trim but find the red accent color to bright to approve. We have suggested she could request approval for a darker red or use the palette recommendation of a cream accent. Whatever she chooses must still be approved by the board or she will be faced with noncompliance issues.

#### Old Business:

1. Approve Annual Meeting Minutes
  - Approved
2. Approve January Meeting Minutes
  - Approved
3. New CD opened at new bank so HOA accounts are all FDIC insured
  - Accounting has been resolved with this new CD. We need to watch our old CD's to determine the best time to roll them over to RCU.

#### Reports:

##### Financial Report: (Carrie)

1. Copies of Bank Statements in clubhouse office for review upon request
2. Financial Reports (January-March)

4901 Hamrick Road, Central Point, OR 97502 • (541) 664-3996 • hggv.office@gmail.com

- Approval of the financial reports will be addressed at our regular May meeting to allow Barbara time to review. We chose to do this because our web meeting was running quite long, and she wanted enough time to discuss in detail.
3. 90 days past due report/Accounts in collections
    - The past due accounts are improving.

#### Manager's Report: (Carrie)

1. CC&Rs Report
2. Landscaping issues
  - b. valve replacement
    - The leaking valves have been repaired, and while costly, are considered a necessary repair item.
  - c. bid to aerate in front of clubhouse, between tennis courts and next to pool area. This will help prevent water runoff promote fuller, thicker turf
    - The board has asked Carrie to get a bid from our landscaper for a one-time aeration for just the area around the clubhouse and pool preferably mid to late May.
  - d. trees around clubhouse (one birch dead, other birches diseased, pine tree)
    - The board voted to remove these diseased and messy trees and asked Carrie to get a bid from our landscaper to approve at our May meeting

#### New Business:

1. Sidewalk repairs and contractors. Does the board want to put together bids/contractors to assist people in getting sidewalk repairs completed?
  - b. office has a list of people that want to combine repairs to save money
  - c. how should we proceed?
    - The board voted to pass contractor bids we have gotten along to affected homeowners so they can move forward with their sidewalk repairs. If the contractor bid includes curb repair, the HOA will reimburse them up to \$75 for the curb. If the contractor wishes to bill the HOA directly for the curb repair, we can handle it that way under a separate contract.
2. Parking issues (Mike)
  - d. eliminating certain fire lane areas to create more parking
  - e. request residents put trash containers on fire lane side
    - These issues were answered in the preceding landowner portion of the meeting
3. Install posts inside main RV gates
  - Carrie will get bids to install latching posts to retain the large gates in the RV area to mitigate damages from gates swinging into vehicles. This will be addressed at our May meeting.
4. Verify home color schemes approved by the board

- The board voted remove red base colors (Red Barn and Carriage Door from the Suburban Traditional Scheme) for use as base colors for homes in our HOA.
  - Any other colors on the Suburban Traditional scheme have been approved by the board. The Board specified that the approved color schemes correspond with the Suburban Traditional color scheme listed as “base” “trim” and “accent”
5. Need to clarify Non-compliance procedures
    - f. regular non-compliance procedure (14-day notice, 7-day notice, fine) procedure for office when resident requests hearing
      - i. stop all proceedings and wait for next board meeting?
      - ii. continue sending notices and/or fines which can be waived/credited after hearing?
        - After much discussion, the board voted to continue sending notices and or fines until the violations are abated. If the homeowner acts in good faith, the board will evaluate relief of these fines.
    - g. some fines are immediate without warning
      - i. confirm that we should issue fines without warning
        - The board voted to send notice of a parking/speeding violation and begin the fine process starting at \$10 and building to \$100 with each offense until the problem is resolved.
      - ii. current procedure is that if issue is not corrected, fine increases with each violation – what if they request hearing?
        - See 5-a-ii above
    - h. parking issues - institute a ticketing procedure for cars or send letters to Lot owner
      - i. if ticketed, what will fine structure/timeline be?
        - See 5-b-i above
  6. Road crack seal and sealcoat initially thinking of doing in 2021, move to 2020?
    - We need to examine this and any other bids/recommendations at our May board meeting.

The meeting was adjourned at 8:00 p.m.

Respectively,

Mike House, secretary

Next Meeting: Wednesday, May 20, 2020 6:00pm in the clubhouse or VIA video conferencing



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Board of Directors Meeting  
Minutes

Date: May 20, 2020

Board in attendance: Barbara Roselip, Mike House, Megan McPherson, Paul Rydings. Carol

Rosenberg was absent.

Staff in Attendance: Carrie Andres

Residents in Attendance: 2 residents in attendance

Meeting called to order at 6:02 P.M. by VP Megan McPherson.

Requests from Lot Owners

1. We listened to a resident on Twin Rocks address our parking issues and fully appreciate the challenges we have here. She suggested we might provide overflow parking in the open area next to the storage building. The board agreed to look at options here and possibly get bids to implement them. We need to include storage renters in the security discussion regarding these options.
2. Resident on New Haven regarding railroad ties
  - The board was asked to enforce the right of ingress to inspect a retaining wall between the New Haven property and a property on Lara Lane to assess the condition of the wall. This appeared to be a very gray area to board in our authority to enforce and we were concerned there may be liability in such an action. We voted to ask our attorney to review the details and give us direction. We hope she will send a letter asking for ingress.
3. Resident on Ivan requests HOA grant a break on fees and leniency on compliance issues, with the COVID-19 pandemic and with families struggling to keep their bills paid.
  - The board asked Carrie to send a letter to this homeowner letting him know he would receive no further notices regarding the sidewalk repairs even though the last letter was just an informational one giving the names of two contractors that had offered their services to do the repairs
4. Resident on Pheasant Way requests until July 2021 to repair sidewalk due to COVID-19

- Before the board can grant an extension, they would like more information about reasons for extending this repair timeline.
5. Resident on Hawk would like fine for parking over sidewalk waived
    - The board voted to waive the fine for this first offense because the resident has shown willingness to comply with the sidewalk covenant.

#### Old Business:

2. Approve April Meeting Minutes
  - Approved
3. Confirm paint color discussion
  - The board agreed that we would continue our practice of approving house colors matching our current color palette. Carrie has the authority to grant slight variations if they seem reasonable. If she is uncomfortable approving anything, it must be brought to the board for approval before any painting is done.
4. Cut pine tree in front of clubhouse (Bid from Bumgardners for cut/stump grind \$600.00)
  - The board voted to accept Bumgardner's bid for the Pine removal and cleanup.
5. Fidelity Bond is all in place and paid for (\$545/year)
6. Posts for RV area - Quality Fence thinks they can install for approximately \$300.00
  - We will have our maintenance man, Mike Eddie, do this project with help from volunteers.
7. Crack Seal/Seal Coat
  - Carrie and Mike will be walking the neighborhood to create an RFP so we can get apples to apples bids from contractors covering everything we think we need
8. Financial Reports (January to March)
  - The board approved the financial reports. Carrie will provide additional documents to Barbara so she is more comfortable with accounting practices.

#### Reports:

##### Financial Report: (Carrie)

1. Copies of Bank Statements in clubhouse office for review upon request
2. Financial Reports (April)
3. 90 days past due report/Accounts in collections
  - All reports were approved as submitted.

Manager's Report: (Carrie)

1. CC&Rs Report
2. Covid-19 and HOA Common Areas
  - a. pool
  - b. tennis
  - c. basketball
  - d. playground
  - e. covered patio
  - f. clubhouse rentals
    - The board voted to open the playground, tennis court, basketball court and covered patio as they seem to fit the phase one guidelines we see implemented by our cities. If crowd sizes and social distancing practices become a concern, the areas will be closed again.

New Business:

1. Do we want to address people who park taking up too much space?  
Solutions?
2. Stop signs – Nothing in governing documents. Does board want to make a resolution about stopping at stop signs?
  - We do not currently, see viable solutions to these issues other than neighbors talking to each other.
3. Paul wanted to check into the costs of installing a swing set on the clubhouse grounds. The board asked Carrie to research the costs.

Meeting was adjourned at 7:49 P.M.

Respectfully,

Mike House-secretary



Hidden Grove/Green Valley  
Homeowners Association

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SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES

WEDNESDAY, JUNE 10, 2020

**Board Members present:** Mike House, Megan MePherson, Roselip and Paul Rydings.

**Staff present:** Carrie Andries.

**Location:** Clubhouse

Call to order 5:30PM

I. Phase 2 Reopening Guidelines

**Clubhouse**

- a. We are required to determine maximum occupancy
  - b. Square footage 1368sq feet
    - 35'/person = 39ppl occupancy
  - c. We are required to thoroughly clean space between events
  - d. **From state:** we do not need to staff the clubhouse to rent. We should provide to our renters the venue rules and encourage them to keep track of contact information/names of attendees.
- The board chose to close the clubhouse to tenant use because we couldn't guarantee covid safety and social distancing guidelines.

**Pool**

- a. We are required to develop a plan to limit the number of visitors so that 6' physical distancing can be maintained. 35' is recommended for rooms. FEMA recommends 113' for areas where people will move around a lot.
- b. Pool Grounds (less pool) 5050 sq feet
  - 35'/person = 144 ppl
  - 113'/person = 45 ppl
- c. Pool is 1350sq feet
  - 35'/person = 38ppl
  - 113'/person = 12ppl
- d. We are required to develop a plan to limit the number of individuals using showers and/or changing rooms.
- e. **From state:** HOA or apartment pools that have no associated on-site staff can rely on signage rather than employ a social distance monitor



- The board voted to research how we could safely open the pool. We will try to open with volunteers as monitors. Mike and Paul agreed to volunteer for the first Saturday and see if we can get enough volunteers to follow through with scheduling for the season.
  - f. What do we want to do with furniture?
    - Remove any/most/all?
    - Position a certain way?
- The board agreed that the furniture needed to be removed to discourage any social distancing issues that might impact our monitors

### **Reviewed Signage Required**

- II. Swing set
  - a. No restrictions regarding insurance
  - b. Recommendation that we have it professionally installed
  - c. Cost limitations?
- **The board voted to purchase and install a swing set that would be installed by volunteers. The cost of the swing set will not exceed \$5,000. Carrie will find a suitable swing set to fit our playground area and budget.**



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SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES

DATE TUESDAY, JUNE 23, 2020

**Board Members present:** Mike House, Megan McPherson, Barbara Roselip and Paul Rydings. Carol Rosenberg attended via phone

**Staff present:** Carrie Andries.

**Location:** Clubhouse

Call to order 5:30PM

Phase 2 Reopening Guidelines for the **Pool**- Any licensed pool that chooses to open in Phase 2 is required to have a Physical Distancing Monitor and cannot replace the monitor with signs. A volunteer may perform these duties. The Physical Distancing Monitor must be able to perform the duties listed in the guidance to make sure that pool guests keep six (6) feet of distance, including at entrances, exits, restrooms, pool area, and any other area where people may gather. A facility can choose to have as many physical distance monitors as they deem necessary to create a safe environment and ensure that the Phase 2 Swimming Pool guidance is followed. The HOA cannot merely have every household in our association sign an agreement that an adult in each group will serve as the Physical Distancing Monitor while their family is at the pool. The HOA sought volunteers from the Association to perform the duties of Physical Distancing Monitor. Only 3 residents were willing to take a shift.

- I. The board voted to pay monitors to ensure pool visitors follow CDC guidelines at the hourly rate of \$12.50 per hour.
  - a. Carrie can perform the duties from noon – 2:00pm on weekdays. and as needed fill in shifts. She will attempt to keep her overtime to a minimum.
  - b. The pool will be open initially from Wednesday through Sunday.
  - c. Hours will be 2:00pm – 8:00pm on Weekends. Noon-8:00pm on weekdays.
  - d. Carrie will follow normal hiring and accounting procedures for the monitors.

If the need arises, pool hours and days open can be changed by a unanimous email board vote.

Respectfully submitted,

Mike House  
Secretary



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Board of Directors Meeting  
Minutes

Date: July 15, 2020

Meeting called to order at 6:00 P.M. by VP Megan McPherson.

Board in attendance: Barbara Roselip, Mike House, Megan McPherson, Paul Rydings.  
Carol

Rosenberg had and excused absence.

Staff in Attendance: Carrie Andres

Residents in Attendance: None

Old Business:

9. Approve May Meeting Minutes

- Approved

10. Approve Special Meeting Minutes from June 10 special meeting

- Approved

11. Railroad ties between 2311 Lara Lane and 2342 New Haven

- The board recognizes the resident's concern for the deteriorating retaining wall below the south fence on her property. We appreciate her proactive approach to see it repaired before it fails and causes damage to her property. Unfortunately, we can't offer any legal recourse for her at this time. If the adjoining landowner is unwilling to address the issue, any legal recourse would have to follow damages resulting from his dereliction and be brought by her or her insurance company. We are including in our response a letter from our attorney outlining the HOA's responsibility.

12. Swing set ordered and should be delivered before the end of July.

Reports:

Financial Report: (Carrie)

4. Copies of Bank Statements in clubhouse office for review upon request

5. Financial Reports

- Approved

6. 90 days past due report/Accounts in collections

7. CD#4 with a current balance of \$31,309.42 expires in 09/25/2020

a. board will need to decide what to do with the funds by September meeting

b. currently we have \$239,318.35 in Umpqua Bank

c. currently we have \$110,103.16 at Rogue

- The board agreed to wait until the September board meeting to decide whether to transfer funds to a CD or not.

Manager's Report: (Carrie)

2. CC&Rs Report

3. Update on the pool and Phase 2

To ensure that the HOA complies with the current guidance, the board has unanimously voted to put the following rules in place:

- Until further notice, the clubhouse patio is closed. Please no hosting parties or congregating on clubhouse patio. This area is for people to use while entering and exiting the pool and/or playground area.
- Maximum occupancy inside the pool enclosure is 30 with a group size limit of 6 people from one household.
- Once maximum occupancy is reached, we will enforce a one-hour time limit for each group.
- Please observe a 6-foot physical distance between groups.
- We request that swimmers do not play football, Marco Polo or other social games in the pool during this time.
- Failure to follow these and other appropriate rules relating to Oregon's Phase 2 reopening will result in a \$100.00 fine and fob deactivation.
- Continued abuse of the pool rules by residents and guests may result in the pool being closed for the duration of Phase 2.

New Business:

6. Road repair work

a. Review any existing bids

- We will try again next year to get competitive bids for this work as the season has passed to begin this project.

7. Install overflow parking at storage area

a. ground will need to be graded, but we can fit approximately 13 parking spaces

b. 13 storage units will lose fence enclosure

c. cost of new fencing \$2607

- This project is not in the best interest of our HOA at this time.

Requests from Lot Owners

Resident on Ivan Lane about non-compliance fine for painting

- This fine was waived by the board

Resident on Walnut Grove Lane about non-compliance fine for RV parking

- This fine was waived by the board

Resident on Evan Way about late fees

- The board had previously voted to waive late fees for unpaid dues if circumstances dictated it was a covid related issue

Resident on Green Valley about non-compliance fine for parking over the sidewalk

- The board voted to waive this fine as communications were impacted between tenant and landowner

Resident on New Haven

- The board voted last year to waive the fine for failure to get colors approved before painting if she repainted her house with approved colors within one year. We will allow an extension of the deadline to

have the house repainted with approved colors by August 15, 2020. We feel she had a full year to get colors approved and procure a contractor. The extension is only granted because the covid situation has impacted many.

Respectfully submitted,  
Mike House  
Secretary

Next Meeting: Wednesday, September 16, 2020 6:00pm in the clubhouse



Hidden Grove/Green Valley  
Homeowners Association

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SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES

DATE MONDAY, AUGUST 10, 2020

**Board Members present:** Mike House, Megan McPherson, Carol Roseburg, and Paul Rydings.

**Staff present:** Carrie Andries

**Residents present:** none

**Location:** Clubhouse

Call to order 6:00PM

HGGV requested 3 bids for road repair, crack seal and sealcoat.

Review the bids HGGV has received

Should this work be done in 2020?

- Board reviewed bank information

- 

If so

- select a contractor
- schedule the work to be done

Board moved, seconded, and passed to accept asphalt and seal coat bids from Mt. View Paving - \$32,804.71 and Musser Sealcoat - \$45,400.00.

Depending on the availability of the contractors, the HOA will try to schedule the work for late summer/early fall 2020.

Respectfully Submitted,

Mike House  
Secretary



Hidden Grove/Green Valley  
Homeowners Association

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Board of Directors Meeting  
Minutes

Date: July 15, 2020

Meeting called to order at 6:00 P.M. by VP Megan McPherson.

Board in attendance: Barbara Roselip, Mike House, Megan McPherson, Paul Rydings.  
Carol

Rosenberg had and excused absence.

Staff in Attendance: Carrie Andres

Residents in Attendance: None

Old Business:

1. Approve May Meeting Minutes
  - Approved
2. Approve Special Meeting Minutes from June 10 special meeting
  - Approved
3. Railroad ties between a property on Lara Lane and New Haven
  - The board recognizes the property owner's concern for the deteriorating retaining wall below the south fence on her property. We appreciate her proactive approach to see it repaired before it fails and causes damage to her property. Unfortunately, we can't offer any legal recourse for her at this time. If the adjoining landowner is unwilling to address the issue, any legal recourse would have to follow damages resulting from his dereliction and be brought by her or her insurance company. We are including in our response a letter from our attorney outlining the HOA's responsibility.
4. Swing set ordered and should be delivered before the end of July.

Reports:

Financial Report: (Carrie)

1. Copies of Bank Statements in clubhouse office for review upon request
2. Financial Reports
  - Approved
3. 90 days past due report/Accounts in collections
4. CD#4 expires in 09/25/2020
  - a. board will need to decide what to do with the funds by September meeting
  - b. we have accounts at in Umpqua Bank and Rogue Credit Union
    - The board agreed to wait until the September board meeting to decide whether to transfer funds to a CD or not.

Manager's Report: (Carrie)

1. CC&Rs Report

2. Update on the pool and Phase 2

To ensure that the HOA complies with the current guidance, the board has unanimously voted to put the following rules in place:

- Until further notice, the clubhouse patio is closed. Please no hosting parties or congregating on clubhouse patio. This area is for people to use while entering and exiting the pool and/or playground area.
- Maximum occupancy inside the pool enclosure is 30 with a group size limit of 6 people from one household.
- Once maximum occupancy is reached, we will enforce a one-hour time limit for each group.
- Please observe a 6-foot physical distance between groups.
- We request that swimmers do not play football, Marco Polo or other social games in the pool during this time.
- Failure to follow these and other appropriate rules relating to Oregon's Phase 2 reopening will result in a \$100.00 fine and fob deactivation.
- Continued abuse of the pool rules by residents and guests may result in the pool being closed for the duration of Phase 2.

New Business:

1. Road repair work

a. Review any existing bids

- We will try again next year to get competitive bids for this work as the season has passed to begin this project.

2. Install overflow parking at storage area

- a. ground will need to be graded, but we can fit approximately 13 parking spaces
- b. 13 storage units will lose fence enclosure
- c. cost of new fencing \$2607

- This project is not in the best interest of our HOA at this time.

Requests from Lot Owners

A resident on Ivan Lane about non-compliance fine for painting

- This fine was waived by the board

A resident on Walnut Grove Lane about non-compliance fine for RV parking

- This fine was waived by the board

A resident on Evan Way about late fees

- The board had previously voted to waive late fees for unpaid dues if circumstances dictated it was a covid related issue

A resident on Green Valley about non-compliance fine for parking over the sidewalk

- The board voted to waive this fine as communications were impacted between tenant and landowner

A resident on New Haven

- The board voted last year to waive the fine for failure to get colors approved before painting if she repainted her house with approved colors within one year. We will allow an extension of the deadline to have the house repainted with approved colors by August 15, 2020. We feel she had a full year to get colors approved and procure a contractor. The extension is only granted because the covid situation has impacted many.

Respectfully Submitted,

Mike House, Secretary Next Meeting: Wednesday, September 16, 2020 6:00pm  
in the clubhouse





Hidden Grove/Green Valley  
Homeowners Association

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SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES

DATE MONDAY, AUGUST 10, 2020

**Board Members present:** Mike House, Megan McPherson, Carol Roseburg, and Paul Rydings.

**Staff present:** Carrie Andries.

**Location:** Clubhouse

Call to order 6:00PM

HGGV requested 3 bids for road repair, crack seal and sealcoat.

Review the bids HGGV has received

Should this work be done in 2020?

- bank information attached

If so

- select a contractor
- schedule the work to be done

Board moved, seconded, and passed to accept asphalt and seal coat bids from Mt. View Paving and Musser Sealcoat.

Depending on the availability of the contractors, the HOA will try to schedule the work for late summer/early fall 2020.

Respectfully Submitted,

Mike House  
Secretary



Hidden Grove/Green Valley  
Homeowners Association

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Board of Directors Meeting  
Minutes

Date: September 16, 2020

Meeting called to order at 6:00 P.M. by Carol Rosenberg.

Board in attendance: Mike House, Megan McPherson, Barbara Roselip and Carol Rosenberg, Paul Rydings had and excused absence.

Staff in Attendance: Carrie Andres

3 Residents in Attendance

Old Business:

1. Approve July Meeting Minutes
  - approved
2. Approve Special Meeting Minutes from August 10 special meeting
  - approved
3. Swing set installed! The board thanked Mike House, Paul Rydings and Mike Eddy for all their hard work.
4. Update on Road Work
  - The board voted to pay the remainder of the bills out of reserves and checking. If we use other CD's we will need a signer to instruct Umpqua Bank
5. Resolution regarding banned trees: (Proposed)
  - a. Resolution 2020.09.01 – As a Firewise community, going forward Cypress, Juniper and Arborvitae are prohibited. If a resident currently has those plants in their landscaping, they are encouraged to plant a more firewise plant, however they will not be deemed to be out of compliance with this resolution.
    - The board voted to approve resolution 2020.09.01 to control flammable tree plantings in the HOA.

Reports:

Financial Report: (Carrie)

1. Copies of Bank Statements in clubhouse office for review upon request
2. Financial Reports
  - Approved
3. 90 days past due report/Accounts in collections

Manager's Report: (Carrie)

1. CC&Rs Report
  - The board agreed that the feeding of feral cats could result in fines if proof of said activity was clear. It amounts to owners/tenants adopting strays in violation of our pet rules.
2. Pool is closed, do we still want to have signs prohibiting congregating on patio? - Yes
3. Final bill from Pool Pros
  - The board voted to challenge one charge for acid wash on Pool Pro's final bill as excessive and ineffective, which essentially resulted in our seeking a new pool maintenance company.

New Business:

1. Think about 2021 budget (nothing on Reserve Study)
  - a. New couches?
  - b. New blinds?
  - c. New folding chairs and/or rack for existing chairs?
  - d. Paint playground structure?
  - e. Anything anyone wants to see done in 2021?
    - The board stated that any clubhouse expenditures can wait until 2022 as the clubhouse may not be rented during Phase 2 reopening. They asked Carrie to find bids for pressure wash and seal block walls on storage units and repair gutters on same for a 2021 expenditure.
2. Resident on Twin Rocks to discuss
  - a. Beehives
  - b. Community Gardens
    - No action as requester couldn't be present

Requests from Lot Owners

Resident on Evan to have stop payment charge of \$25.00 waived

- The board waived this charge

Resident on Evan Way to have shutter paint color approved

- The board denied this color as it hadn't been preapproved and doesn't meet color pallet standards.

Resident on New Haven to have fine for parking over sidewalk waived. They did not receive notice from landlord.

- The board waived this charge so the tenants wouldn't be back charged by the owner.

Respectfully submitted,

Mike House, secretary

Next Meeting: Wednesday, November 18, 2020 6:00pm in the  
clubhouse



Hidden Grove/Green Valley  
Homeowners Association

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SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES

DATE MONDAY, OCTOBER 26, 2020

**Board Members present:** Mike House, Megan McPherson, Carol Rosenberg, Barbara Roselip and Paul Rydings.

**Staff present:** Carrie Andries.

**Resident in Attendance:** One resident in attendance

**Location:** Clubhouse

Call to order 6:00PM

1. On October 3, 2020 two youths trespassed onto HGGV property. These actions violated four rules: trespass on clubhouse grounds, trespass on pool decks, trespass in the pool, and intentionally causing property damage. The board will need to discuss:
  - o assessments for non-compliance
    - Motion made, 2<sup>nd</sup> and passed to approve the assessment for non-compliance
  - o the letter from our attorney
    - Motion made, 2<sup>nd</sup> and approved to send the letter from our attorney to the Lot owner.
  - o weather to press charges through the Central Point Police Department
    - Motion made, 2<sup>nd</sup> and approved to press charges.
  
2. We have a resident who is unwilling to repair a failed fence. A 4-day and 7-day notice has been mailed. The board will need to discuss:
  - o should the HOA exercise our rights under "Compliance Enforcement" Article V, Section 16 (i) of our Conditions Covenants & Restrictions
    - Motion made, 2<sup>nd</sup> and approved to send the certified letter to the Lot owner on 10/30/2020.

Meeting adjourned at 6:20.

Respectfully Submitted,

Mike House, Secretary



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Homeowners Association

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Board of Directors Meeting Minutes

Date: December 2, 2020

(Rescheduled due to lack of quorum on November 18, 2020)

Meeting called to order at 6:00 P.M. by Carol Rosenberg.

Board in attendance: Mike House, Megan McPherson, and Carol Rosenberg and Paul Rydings. Barbara Roselip had an excused absence.

Staff in Attendance: Carrie Andres

Residents in Attendance: 2 residents in attendance

Old Business:

13. Approve September meeting minutes

- approved

14. Approve Special Meeting Minutes from October 26 special meeting

- approved

Reports:

Financial Report: (Carrie)

8. Copies of Bank Statements in clubhouse office for review upon request

9. Financial Reports

- approved

10. 90 days past due report/accounts in collections

Manager's Report: (Carrie)

4. CC&Rs

- a. Approximately 413 notices sent in 2020.

New Business:

1. Monthly reserves contributions

- Board instructed Carrie to begin contributing to reserves account again

2. Discuss Additional 2021 budget items

- a. Nothing due according to Reserves Study

- b. Storage unit bids in January meeting

- c. Paint play structure?

- Look into efficacy of paint available for powder coated metal for January board.

3. Fire Lanes

- Board instructed Carrie to write up verbiage for parking in front of driveways on fire lane side of street.

4. Resignation of Barbara Roselip effective December 31, 2020
  - The board accepted Barbara's resignation with regret.
  - Motion was made, 2<sup>nd</sup> and passed to remove Barbara Roselip as a signer from all HGGV bank accounts
  - Motion was made, 2<sup>nd</sup> and approved to remove Barbara Roselip from bank online authorization
  - Carrie will begin soliciting for a new board member.

#### Requests from Lot Owners

Resident on Hawk about lawn

- Approve completion date if done by Apr. 1, 2021

Resident on Pheasant about fine for fence

- Deny fine relief considering extended and confrontational circumstances.

Resident on Ivan about sidewalk easement

- Agree to work with owner if the sidewalk is passable. If there are complaints or legal issues, citations may have to continue unless compliance is met.

Resident on Twin Rocks requests we paint street corners, so cars do not park on them

- We have city ordinances regarding distance from junction centerlines that allow parking roughly 10 feet from the front of the sidewalk to the vehicle, painting more lines is not an option due to lack regular parking on our streets.

Resident on Walnut Grove about returned check charges & paint fire lane on curb by storage units

- Waive all charges but bank back charges to the HOA.
- We cannot reduce available parking any more than it currently is.

Resident at on Lara Lane about late fees

- We will waive late fees for the period from Mar. 2020 to Jan. 1, 2021 to compensate those affected by COVID-19 economic conditions. The owner must agree to pay \$100 per month to begin catching up on arrears Jan.1, 2021 and follow through or late fees and collection protocols will resume.

Resident on Lara Lane about porch

- Approved

#### Executive Session To discuss annual bonuses to employees

- The board voted to give performance bonuses to Carrie, Mike, Chris and Carlana

Respectfully submitted,

Mike House, Secretary

Next Meeting: Wednesday, January 20, 2021 6:00pm in the clubhouse