

**Hidden Grove / Green Valley
Homeowners Association**

**BOARD OF DIRECTORS ANNUAL MEETING
SUMMARY**

January 20, 2014

New Business: Motion made, seconded and carried to adopt the following:
Resolution 2014.01.01 – When there is a vacancy on the Board of Directors, the association manager shall notify the residents of the vacancy by putting an announcement in the newsletter and on the association website. Owners who wish to be a candidate for the position shall submit their intentions in writing to the office at least 7 days before the meeting during which the election shall be held. Candidates shall also submit to a background check. If there is not a quorum of residents at the meeting during which the election shall be held, the candidate with the vote of the most residents present shall be elected to the Board of Directors.

Motion made, seconded and carried to re-elect Regina Nelson as President.

Attached accomplishments of 2013 and challenges of 2014 were read.

Accomplishments of 2013

2013 was a great year for the HGGV HOA! The achievements include:

1. Transfers to the reserve account totaled \$ 36,000.00
 - In 2012, \$ 26,000 was transferred to account
 - In 2011, \$ 9,443 was transferred to account
 - In 2010, \$23,465 was debited from account (crack sealed streets for \$25,806) so, approximately \$2,341 was transferred
 - In 2009. \$ 8,303 was transferred to account
2. The City of Central Point took over our water system, which represents huge savings for the HOA in the long run as we are not responsible for the maintenance of the water system anymore
3. A new TV and new couches were purchased for the clubhouse
4. Umbrellas and chairs were purchased for the swimming pool area
5. Two dog stations were installed in the HOA, one near the clubhouse and one near the Green Valley entrance

6. The RV and the storage lots were cleaned, and most of the blackberry bushes were removed.
7. QuickBooks was updated, so our finances are always accurate and up to date
8. Our newsletter is now only online, which represents huge savings in paper and toner for the HOA

Challenges for 2014

- Funding of the reserve account
- Control of monthly operating costs
- 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 are in compliance with our CC&Rs, Bylaws and Board Resolutions. The main goal is to make our neighborhood a safer and nicer place to live.
- Reduction of common property loan – The Board of Directors still thinks that the interest we are paying on the common property loan doesn't reflect the current economic situation and will try again to find ways to reduce the loan.
- Reduction of income due to Homeowners bankruptcies and foreclosures – The situation is under control. The HOA will always aggressively seek payment of homeowner dues and limit losses to every extent possible.

Financial Report: Motion made, seconded and carried to write off 2 accounts and adopt Budget for Fiscal Year 2014 with the write off included.

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BOARD OF DIRECTORS MEETING SUMMARY

January 20, 2014

Resident Communications: Possibly using part of green space to make raised gardens.

Old Business:

Minutes of October 2013 were approved as presented.
Fence installed at 2332 Lara Lane at our expense.
Street sweeping has begun on every other Thursday.

New Business:

Carrie and Regina are going to read CC&R's and make a list of what needs to be amended.

John discussed cost of putting in community gardens in land behind Nadia. It would probably be cost prohibitive. Carrie is to put notice on invoices to see if anyone would be interested in the project.

RESOLUTIONS OF THE BOARD OF DIRECTORS: Motion made, seconded and made to amend 10/21/2013 Resolution as follows: **Resolution**

2013.10.04 – Residents shall not park trailers, boats or inoperable vehicles (including vehicles which are not registered) on any part of any lot or on streets except within the confines of an enclosed garage, or behind a screening fence or shrubbery tall enough to screen the vehicle from view. Residents that park such vehicles on any part of any lot or on the streets for more than 5 days shall receive a 5 day notice to move the vehicle. After the 5 day notice is sent, residents that continue to park such vehicles on any part of any lot or on the streets shall receive a \$50.00 fine for every day the vehicle is parked on any lot or on the street.

Resolution 2014.01.02 – RV's are not to be parked on any part of any Lot or on streets except within the confines of an enclosed garage, or behind a screening fence or shrubbery tall enough to screen the vehicle from view which shall in no event project beyond the front walls of any dwelling or garage. Recreational Vehicles may be left on the street or lot for twenty-four (24) hours to accommodate loading/unloading. RV's that are parked on the streets or lot except as allowed above shall receive a 5 day notice to move the RV. After such notice, residents that continue to park RV's on the streets or Lot shall receive a \$50.00 fine each time the RV is parked for more than 24 hours. (passed 01/20/14)

Financial Report:

Motion made, seconded and carried to approve financial report.
Carrie attached a 90 days past due report.

Managers Report:

Painting and concrete letters are going out in March and residents will have six months to comply.

Community clean up is to be in April with a party at the club house after. Carrie is to check cost of placing a light post at west entrance.

Suzanne showed map of Walnut Grove and wants to change parking to the other side of road. The City might take over our streets and the Fire Marshall will make the decision. If the City doesn't then we will reconsider. Paul will talk to the Fire Marshall about possible change.

Meeting adjourned at 8:20 pm.

Next Meeting April 21, 2014 at 7:00 pm at the Clubhouse

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BOARD OF DIRECTORS MEETING SUMMARY

April 28, 2014

Old Business:

Minutes of January 2013 were approved as presented.
Annual meeting minutes were approved as presented.
Community Garden tabled.

New Business:

CC&R's review – The Rules and Regulations have been corrected for grammatical errors and proposed content changes have been emailed to the board. The board has been requested to review the proposed changes and submit any input to the office by June 30th. Carrie and Regina will continue to review the Bylaws and CC&R's and will email any changes to the Board. A committee will be asked to review all proposed changes. The goal is to have everything reviewed by the end of 2014. The final timeframe for having revised CC&R's presented to the Association members for a formal vote will depend on whether the city takes over the streets.

Regina discussed making Nadia a one-way street in order to cut down on congestion. The board decided to table the idea until the Association meets with the City Manager.

Carrie is waiting for bids regarding lighting on Green Valley Way. The board has agreed to revisit the idea depending on the costs.

A resident voiced that the association consider laying down new gravel in the RV parking and storage area. Carrie is researching costs

The board agreed that they meet on the 4th Monday of July and October. They also agreed to meet at 6:00 rather than 7:00.

Regina and John went to a city planning meeting and talked to Matt Samitore regarding having the city take over our streets. The city needs to figure out how much money it will cost to bring our streets to city standards. Regina and John will be meeting with Matt to go over further details and find out if there would be any expense to the Association.

Motions were made, seconded and made regarding the following Resolutions:

Resolution 2014.04.01 – If the Association receives a complaint about a car being parked on the streets for an extended period of time, the Association Manager shall place a note on the car that there has been a complaint, and observe the car for 2 weeks. If the car does not move during those two weeks, a tow sticker shall be placed on the car, and it will be towed pursuant to ORS.

Resolution 2014.04.02 – When a property is in violation of the CC&R's, the Association Manager shall send the homeowner and, if applicable, tenant a 30-day notice to have the property brought back into compliance. If the violation continues past 30 days, the homeowner and, if applicable, the tenant shall receive a 15-day notice to have the property brought back into compliance. If the violation still continues after the deadline, the homeowner shall receive a fine, and be fined again for each 30 days it continues. If the property is brought back into compliance with the CC&R's, but the violation re-occurs within 6 months of the last violation, the homeowner of record shall receive additional fines without further warning. As an exception, a 15-day warning will be sent if a front light fails within 6 months of being fixed.

Financial Report:

Motion made, seconded and carried to approve financial report.

Carrie attached a 90 days past due report.

\$16,000.00 transferred to reserves since beginning of year.

Managers Report:

House painting - Letters and pictures will be going out the first full week of May. The board agreed to give people until December 31, 2014 to have their homes painted.

The board asked Carrie to begin studying on how to move the fire lane on Walnut Grove and report back in the July meeting.

Carrie also stated that she plans to get rid of the postage meter, as they keep raising the prices of the meter.

Meeting adjourned at 8:30 pm.

Next Meeting July 28, 2014 at 6:00 pm at the Clubhouse

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BOARD OF DIRECTORS MEETING SUMMARY

July 28, 2014

Resident Communications: None

Old Business:

Minutes of April, 2013 were approved as presented.

Update on the City Streets – still waiting for the City to do what they need. Regina and Carrie will meet with the City in October. They will be cleaning out our drains in September

New Business:

The board moved to wait until the October Meeting to appoint someone to the Member at Large position. The person interested in that position was unable to attend the July meeting, and the board would like to be able to talk to her in person before making any decisions.

The board discussed having more community events in the clubhouse and/or pool in order to promote community within the association.

CC&R's review – The ByLaws have been corrected for grammatical errors and proposed content changes will be emailed to the board. The board has been requested to review the proposed changes and submit any input to the office. Carrie and Regina will continue to review the CC&R's and will email any changes to the Board. A committee will be asked to review all proposed

changes. The goal is to have everything reviewed by the end of 2014. The final timeframe for having revised CC&R's presented to the Association members for a formal vote will depend on whether the city takes over the streets.

Motion was made, 2nd and approved to amend resolution 2014.04.02 to tighten up the time-frame.

Resolution 2014.04.02 – When a property is in violation of the CC&R's, the Association Manager shall send the homeowner and, if applicable, tenant a 14-day notice to have the property brought back into compliance. If the violation continues past 14 days, the homeowner and, if applicable, the tenant shall receive a 7-day notice to have the property brought back into compliance. If the violation still continues after the deadline, the homeowner shall receive a fine, and be fined again for each 30 days it continues. If the property is brought back into compliance with the CC&R's, but the violation re-occurs within 6 months of the last violation, the homeowner of record shall receive additional fines without further warning. As an exception, a 15-day warning will be sent if a front light fails within 6 months of being fixed. **(Passed 04/28/14 REVISED 07/28/14)**

House Painting

- Motion was made, 2nd and approved that residents needing extra time to complete painting their homes be approved by the board or association manager
- Motion was made, 2nd and approved to revise the paint procedure
 - Paint evaluation to be done annually in October, giving residents 1 year to complete their painting.
 - The board will come up with a color palette/color schemes of approved house colors and trim combinations.
 - Residents will need ALL color approved in writing. Approval will be kept in resident's files along with their paint samples
 - Houses that are out of compliance with the new paint palette/scheme will be grandfathered in. However when they need to repaint, the board shall insist that they bring their home into compliance with the paint palettes.

Procedure regarding Board Members

- The board agreed that any discussion regarding a board member and compliance and/or payment of dues shall be held in open session rather than in a closed, "executive" session
- The board moved pursuant to the CC&R's, if a board member is out of compliance with the CC&R's and/or is delinquent on dues, they may be removed from the board, however removal shall be handled on a case by case basis as it involves many different variables

Motion was made, 2nd and approved to have the following improvements made to the Association common area. Carrie has been instructed to begin seeking bids for the following repairs:

- Up to \$8000.00 for repair of the basketball courts
- Up to \$3000.00 for the lighting along green valley way
- Up to \$1000.00 to install a grass volleyball court

Financial Report:

The board reviewed the financial report
 Carrie attached a 90 days past due report.
 \$22,000.00 transferred to reserves since beginning of year.

Managers Report:

Problems with Feral cats. The board agreed that we should start warning people that we will be trapping feral cats, and that they will need to collar their cat unless they want to run the risk of their cat getting trapped.

Pool problems. The board discussed at length the problems with the pool this year. From people to letting in strangers, to people breaking into the pool at night, this year has been a handful for Carrie.

Meeting adjourned at 8:15 pm.

Next Meeting Oct 15, 2014 at 6:00 pm at the Clubhouse

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**BOARD OF DIRECTORS MEETING
 SUMMARY**

October 15, 2014

Resident Communications: Resident recommended a "Bridjit" at RV Parking entrance/exit making it easier to back out.

Motion made/seconded and passed to install "Bridjit" at RV entrance/exit for \$400.00 if City of Central Point has no problem with street sweeping.

Old Business:

Minutes of July 2014 were approved as presented.

City and street update was given by Carrie. A meeting is scheduled with Matt Samitore, Parks and Public Works Director at the City of Central Point, for 1:00pm on October 17, 2014. Carrie is to research what costs were included in \$65 HOA fee in case we are charged \$10.50 a month street utility fee, and the board desires to reduce the HOA fee.

Carrie is emailing the Board a copy of the reviewed CC&R's.

New Business:

Motion made/seconded and passed to appoint Cheryl McKenzie to the member at large position.

Motion made/seconded and passed to approve color palettes for painting of homes. Annual walk through to begin at the end of October.

Missing water meter on New Haven Dr. was discussed and tabled until next meeting.

Financial Report:

Motion made, seconded and carried to approve (3rd quarter) financial report.

A 90 day's past due and a collections report were reviewed.

Managers Report:

Cat trapping is to begin on October 27th.

Security drive though at \$141 a month was dropped for all year long for lack of approval by Board.

Additional security cameras at front of clubhouse was discussed and tabled for next meeting.

Board instructed Carrie to send notice about visible air conditioner on Lara Lane.

Board was given an update on lights, basketball court and volleyball area.

Board was given information on abandoned properties and deceased resident with no dues paid because of no probate.

Board decided encroaching tree problem was to be worked out neighbor to neighbor.

Addition:

The Board met with the City of Central Point on October 17, 2014 and a motion was made/seconded and passed to transfer storm drains to City.

Meeting adjourned at 8:15 pm.

Next meeting of the Board of Directors will be Wednesday, January 21, 2015 at 6:00pm in the clubhouse.