

HILLTOP VIEW ESTATES AT PERSIMMON HOME OWNERS ASSOCIATION

Board of Directors

Minutes of Board of Directors Meeting

November 11th, 2021

Minutes of the Board of Directors meeting of the Hilltop View Estates at Persimmon Home Owners Association, Gresham, OR, held at 3591 SE Atherton Ave. in Gresham, OR, at 6:00pm on November 11th, 2021.

1. CALL TO ORDER

President Bob Cozzie called the meeting to order at 6:07pm.

2. ROLL CALL

Board members present:

Bob Cozzie, President, arrived 6:00pm

Christie Andersen, Treasurer, arrived 6:00pm

Riley Hutchinson, Secretary, arrived 6:03pm

Others present:

Tammy Lovely, ARC Chair, arrived 6:00pm

Ann Hymel, CAC Chair, arrived 6:24pm

Absent:

Travis Abraham, SAC Chair, arrived N/A

3. QUORUM ESTABLISHED

The Hilltop View Estates at Persimmon Home Owners Association successfully established a quorum at 6:07pm.

4. APPROVAL OF PRIOR MEETING MINUTES

Motion by Bob Cozzie, seconded by Riley Hutchinson, to approve the minutes of the Board of Directors of October 10th, 2021. Motion carried at 6:13pm.

5. FINANCIAL REPORT

Christie Andersen gave the Treasurer's report as follows at 6:14pm:

A. Total assets as of October 25th, 2021: \$22,135.50

B. Operating:

DATE	PAYEE	MEMO	PAYMENT	DEPOSIT	BALANCE
9/21/2021	Wix.com	Web site	168.00		22,462.26
	Wix.com	Domain	9.90		22,452.36
9/30/2021	Sec. of State		50.00		22,402.36
	US Bank	S/C	2.00		22,400.36
10/22/2021	Best Buy	HOA Printer	224.98		22,175.38
10/25/2021	Office Depot	HOA Paper	17.99		22,157.39
	Office Depot	HOA Cartridges	33.89		22,123.50
	US Bank	S/C		2.00	22,125.50

C. Reserves: N/A (None designated as of yet)

D. Delinquencies: N/A

E. Revenue: N/A (No income for now)

F. Notes. Christie called US Bank

6. COMMITTEE REPORTS

A. Architectural Review Committee (ARC)

a. Tammy Lovely gave the report as follows at 6:26pm:

- i. Introduction letter went out to the HOA Board
- ii. Discussion around neighborhood chain link fences
 1. One house had a full length chain link fence and was told to remove it and change to rod iron - which they did
 2. Christie reached out to the owner of the chain link in question
 3. ARC then sent a formal letter to the homeowner and instructed them to replace the rod iron
 - a. Homeowner intends to request a waiver
- iii. Formal direction from Board to have the ARC develop policies for operation and then to submit the policy recommendations to the board for approval.
 1. IE - How do we handle grandfathering of "infractions,, Does it stay within the purview of the ARC, or does it come to the board?
 2. Arc handles the low level "initial contact,, If the issue is elevated, the board gets involved.

- iv. Working on standardized letters to issue waivers initialized from the ARC rather than from the homeowners.
- v. Discussion around what information that we would like to see at the board meeting:
 - 1. Decided to get a brief review of requests - what came in, was it approved or denied.
- vi. Discussion around the original house and their relationship to the CCRs
 - 1. This brought up discussion around when “infractions are difficult to interpret,, - For example, not sure if the original house is exempt from everything or not. If it's confusing, bring it to the board for deliberation.

B. Common Areas Committee (CAC)

a. Ann Hymel gave the report as follows at 7:06pm:

- i. Survey was conducted - out of 31 homes only 15 responded
 - 1. 50% about safety issues / broken trees
 - 2. Preferred use was to leave it “natural,, and/or no preference
 - 3. Recommendations to put signs up where we can access the property (IE private property)
 - a. Want to set policies around the use of the tracts.
 - 4. Most people like the “hybrid,, model of paying for services and doing them as community events
 - 5. Concerned about access to the tract from hogan and that people can (and have) access it
 - 6. Ideas around the monument out front and what we can do to make it nicer

ii. Recommendations:

- 1. Request professional opinion from Fire Safety professional - Ann
- 2. Contract with an arborist - Rick
- 3. Contract with a landscaper - Katie
- 4. One-time costs for signage (no fires, no dumping, no trespassing) - Katie
- 5. Fencing Tract B - Phil
- 6. Enhance the entrance/monument area; boulders, rock, etc. and potentially xeriscape plantings - Katie
- 7. Weed control in Tract C and entrance - Katie
- 8. Gravel maintenance Tract C (as needed)
- 9. Grant - This year \$55k is available from the City of Gresham; HOAs are included; Deadline is Dec 15;

Consider requesting grant funding for the entrance project with the understanding that other community-led projects be prioritized first.

C. Social Activities Committee (SAC)

a. Riley Hutchinson gave the report as follows at 7:17pm:

i. Organizational:

1. Agreed to change the name to Social Activities Committee
2. Nominated and accepted committee positions
3. Finalized the charter

ii. Winter Party:

1. Collectively agreed that December is not the best time for a community party.
2. Most people are very busy throughout the month
3. Also, venues + events will be charged a premium for the time of year (Spenny)
4. Targeting the 2nd or 3rd Weekend of January
5. Put together a list of survey questions that we will review and finalize at our next meeting (11-18-21)
6. We agreed that this first party will be based on the committee's "best judgment,," Cost, location, food/drink, etc.
7. We are estimating 50-70 people (hoping to use the survey to dial in this number)

iii. Great discussion around tax law and how we spend money on "fun,," things. Serious concern about spending too much on a party and then getting hit with a tax bill.

7. OLD BUSINESS

Discussed unfinished business at 7:28pm.

- A. ARC Introduction Letter. Covered in committee report. Bob Cozzie makes a motion at 7:47pm to finalize, move to letterhead, print, and distribute the letter to the community. Seconded by Christie. Motion passed at 7:49pm.
- B. HOA Dues.
- C. CAC Survey. Covered in committee report.

8. NEW BUSINESS

Discussed new business at 7:39pm.

- A. Website Updates.

- B. Standardize Record Keeping & Communication. Riley is going to send out an "access,, email to all chairs and board members. That way each committee is responsible for their own record keeping.

9. GOOD OF THE ORDER AND PUBLIC COMMENTS

Discussed the good of the order and opened for public comment at 7:50pm.

A. Action Items:

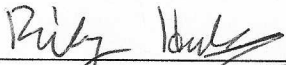
- a. Riley to create a standard "letter head,,

10. NEXT MEETING DATE

The next monthly Board meeting is scheduled for December 9th at 6:00pm.

The board meeting adjourned at 7:50pm.

These minutes were approved by the Board of Directors.



Riley Hutchinson, Secretary

12-9-21

Date