

HILLTOP VIEW ESTATES AT PERSIMMON HOME OWNERS ASSOCIATION

Board of Directors

Minutes of Board of Directors Meeting

March 14th, 2022

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 March 14th, 2022.

1. CALL TO ORDER

President Bob Cozzie called the meeting to order at 6:02pm.

2. ROLL CALL

Board members present:

Bob Cozzie, President, arrived 6:00pm

Christie Andersen, Treasurer, arrived 6:00pm

Riley Hutchinson, Secretary, arrived 6:00pm

Others present:

Tammy Lovely, ARC Chair, arrived 6:03pm

Rick Hollingsworth, CAC Chair, arrived 6:00pm

Absent:

N/A

3. QUORUM ESTABLISHED

The Hilltop View Estates at Persimmon Home Owners Association successfully established a quorum at 6:02pm.

4. APPROVAL OF PRIOR MEETING MINUTES

Motion by Christie Andersen, seconded by Bob Cozzie, to approve the minutes of the Board of Directors of February 10th, 2022. Motion carried at 6:10pm.

5. FINANCIAL REPORT

Christie Andersen gave the Treasurer's report as follows at 6:11pm:

A. Total assets as of February 28th, 2022: \$26,202.42

B. Operating:

DATE	PAYEE	MEMO	PAYMENT	DEPOSIT	BALANCE
02-10-22	Rick's Tree	Tree Trimming	9,000		26,502.42

02-28-22	Schwindt	2021 Taxes	300		26,202.42
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- C. Reserves: N/A (None designated as of yet)
- D. Delinquencies: N/A
- E. Revenue: N/A (No income for now)
- F. Notes.

6. COMMITTEE REPORTS

A. Architectural Review Committee (ARC)

a. Tammy Lovely gave the following report at 6:12pm:

- i. Met on February 9th
- ii. Discussions on sheds and play structures
- iii. Sheds:
 1. Provide ARC with a drawing of where the homeowner intends to place the shed. Should be behind the house or behind the front line.
 2. No rubber/plastic materials. Should be made of wood or composite.
 3. Must be free standing and painted to match.
 4. Conceal if possible.
- iv. Play structures:
 1. Provide ARC with a drawing of where the homeowner intends to place the play structure. Should be behind the house or behind the front line.
 2. No plastic
 3. Conceal if possible.
- v. Update on Lot 18 fence change.
- vi. Update on Lot 20 landscape project.
- vii. Board suggestion to have every home with a shed submit a waiver to "grandfather" in their existing shed.
- viii. Discussion around the tire swing on the common tract (recommended to CAC to discuss).

B. Common Areas Committee (CAC)

a. Rick Hollingsworth gave the following report at 6:40pm:

- i. Tree trimming project is completed.
- ii. Monument is "completed" - but not to what we expected.
 1. Concerned about the 26 plants not surviving
 2. They used bark dust which will require maintenance

3. Put out a request for volunteers to maintain the monument space.
 - iii. Signs have been ordered:
 1. One in the cul-de-sac at the entrance to the common area.
 2. Second at the gravel road entrance to the common area.
 3. Third will be on the fence once we have it up.
 4. "Natural areas are for Hilltop View Estate residents and guests only. Safety matters. watch for drop-off areas and other hazards. Burning and dumping are prohibited."
 - iv. Fence project:
 1. On hold while pursuing approval from the City of Gresham to attach the fence to the wood red/white barrier.
 - v. Discussion around mowing the common areas twice a year (spring and end of summer)
- C. Social Activities Committee (SAC)
- a. Riley Hutchinson gave the following report at 6:59pm:
 - i. No update.
 - ii. Community meeting is planned for June 26th at 4pm. The board will work to plan the meeting together and run it through a formal committee.

7. OLD BUSINESS

Discussed old business at 7:01pm.

- A. Previous action items:
 - a. Riley - Work on welcome packet.
 - b. Riley - Work on website rebuild and activate the members only portal.
 - c. Bob - Draft the directory letter.
- B. Annual HOA community meeting.
- C. Community directory letter (last page).

8. NEW BUSINESS

Discussed new business at 7:09pm.

- A. Storage of legal documents.
 - a. Send all legal documents to Riley to store in our Google drive.
- B. Formally establish a reserve account.
 - a. Discussion around the differences between a savings account and a reserve fund. Christie is going to do some research into how it works and how much we need to have on hand. Can it be put into an investment account?
- C. Board of director meeting cadence.

- a. Discussion around if we need to maintain the once per month. Board agreed that yes, we need to. After our summer meeting we can look at going to every other month.

9. GOOD OF THE ORDER AND PUBLIC COMMENTS

Discussed the good of the order and opened for public comment at 7:21pm.

A. Action Items.

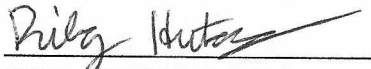
- a. Riley - Work on welcome packet.
- b. Riley - Work on website rebuild and activate the members only portal.
- c. Christie - Look into the reserve account.

10. NEXT MEETING DATE

The next monthly Board meeting is scheduled for April 14th at 6:00pm.

The board meeting adjourned at 7:25pm.

These minutes were approved by the Board of Directors.



Riley Hutchinson, Secretary

04-14-2022

Date

Community Directory Letter Draft (02-10-2022):

Dear Gresham Hilltop at Persimmon Community,

The Board of Directors would like to collate a community directory for distribution to all our members. We currently have names, addresses, phone numbers, and email addresses for all members but would like permission to publish that information for our own community use and distribution. Please let us know by Monday, April 4th what information you DO NOT WANT INCLUDED in the directory. We will not publish any information on the HOA website. The directory is for community use only and not to be used for any solicitation or commercialization.