



Oak Hills Home Owners Association News

The official publication of the Oak Hills Home Owners Association

June 2016

www.oak-hills.net

HOMEOWNER REPORTING OF COMPLIANCE AND ARCHITECTURAL REVIEW CONCERNS

BY OHHA BOARD OF DIRECTORS

OHHA requests that all homeowner input for compliance, architectural review, maintenance, recreation, etc. be directed to the respective Director.

Individual homeowners should restrict themselves to providing potential compliance and architectural review concerns only for issues in the immediate vicinity of their own homes, plus those affecting common areas. Individual homeowners, regardless of positive intent, are discouraged from surveillance, monitoring, photography, etc., to assess potential compliance and/or architectural review violations across the wider community.

Please provide suggestions for policies, guidelines, CC&R interpretation, and enforcement to the respective Director, or to Jim Meyer. To maintain homeowner privacy, the Oak Hills Code of Conduct prohibits Directors from discussing property-specific details. However, please be assured that all OHHA Directors work diligently to appropriately enforce Oak Hills CC&Rs and policies, per our By-Laws and Code of Conduct - even when there may be no visible sign of this activity.

OHHA ANNUAL MEETING SUMMARY

BY JIM MEYER, OHHA PRESIDENT

A huge thank-you to the 101 Oak Hills homeowners who attended the annual meeting May 10. The call-to-order was postponed until 7:15 p.m. to ensure quorum - our By-Laws require representation from at least 20% of homes (130), including proxies. Perhaps we can schedule next year's Annual Meeting in our renovated community room and adjacent picnic area, with a dessert buffet for better attendance! It was warm in the Oak Hills Church sanctuary, and noise from fans made effective communication somewhat of a challenge.

After update and approval of the 2015 Annual Meeting Minutes (posted at www.oak-hills.net), each Director provided a brief summary of accomplishments and plans. "Retiring" OHHA Treasurer Bob Erickson was represented by Linda Marshall. Bob was en route to France during the meeting, so was not available to accept the accolades of well-deserved appreciation from Oak Hills. Even though Bob has stepped down from many years of service as an

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HOMEOWNER SURVEY

**WE NEED TO HEAR
FROM YOU!**

**It's quick, it's important, and
it's on Page 5**

REC CENTER PROJECT UPDATE

BY OHHA BUILDING COMMITTEE

The Building Committee is pleased to announce that the Rec Center Renovation Project has begun. TEAM construction gained access to the site on May 2, and has installed a temporary office and fencing to secure the site. Washington County issued a Demolition Permit on May 10. We are optimistic that a Building Permit will be issued in early June. Once the Building Permit is issued, we will update our budget to include all change orders issued since our December 2015 contract was signed. The project expenses are still coming in under our \$4,225,000 funding from our Special Serial Assessment. We did add an option to move \$100,000 from Reserves to the budget for specific landscaping and irrigation that is not necessary to the

completion of the project but deemed desirable and thought to be eventual expenses that would have been paid from Reserves.

Most of the work this month has been focused on administrative details, particularly the permitting process. The biggest design element this last month was an independent effort to fund the sixth lane of the pool. This effort did fall short of the financial goal needed and we are proceeding to build a five lane pool.

The Building Committee is projecting a seven-month project that would have a grand opening in January of 2017. Please come and watch the exciting demolition and construction, but do so at a safe

distance (at least outside the construction fence). Demolition should be some of the more exciting times to watch and that will only last until the end of May. For safety and liability reasons, there should not be any homeowner inside the construction site. If you have any concerns with construction, do not contact the construction crew (unless there is an imminent safety issue) as they are instructed to follow a communication chain to approve all work. David Boyd is the only homeowner that can approve any construction changes (with Jon Cole as emergency alternate). We wish to thank all homeowners for their patience and we hope you share our excitement in taking this big step on the journey to a new Rec Center.

REC CENTER PROJECT FAQ's

Q: Why don't we downsize or eliminate the wading pool and use those funds toward the sixth lane for the main pool?

A: There are many factors that have resulted in maintaining the wading pool. First, we should look at what was approved in our Special Assessment. Back in July and August of 2015, we voted to approve a pool "25 yards long and 5 or 6 lanes wide, as budget will allow. If the more common 6th lane can be included within the existing budget, then that option will be considered in the pool design/build process." We described the wading pool as a "separate kiddie pool designed to serve emerging swimmers and adults," 750 square feet in size with a "depth range from inches to 3 feet and will include valves allowing play features to be added" (please see voting pamphlet for complete quotes). It would be difficult to change the size of the wading pool and realize any cost savings as the driver of costs is the mechanical system. In fact, we have

increased the size of the wading pool to 1200 square feet and it has not impacted the cost at all (Anderson Poolworks has not raised its price at all). The increase in size was due to design driven suggestions, most importantly the ADA required access. We have changed the depth of the wading pool to a zero entry and maximum depth of 2-1/2 feet. The zero entry satisfies the ADA access and the 2-1/2 foot depth is seen as better for emerging swimmers. Our current pool (before demolition) has a minimum depth of three feet and emerging swimmers struggle by holding onto the side. If we had a wading pool of three feet, we would be inviting the same situation to be repeated. Our new main pool will have a minimum depth of 3-1/2 feet. Removing the valves that allow spray features saves very little money.

There are two ways to remove costs from the wading pool. We could reduce it in size to a pool very close in size to our current (not functional) kiddie pool. There

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RECREATION ROUND-UP

JULY 4TH

Events will be as close to normal as possible. WE NEED VOLUNTEERS! Please sign up at by emailing oakhills4thofjuly@gmail.com.

SUMMER 2016 REGISTRATION DAY

If you missed Summer Registration Day, please email oakhillsrec@gmail.com to set up a time to pick up a drop box sticker, acquire a tennis key or register for tennis camp.

TENNIS CAMPS (TWO SESSIONS)

Session Dates:

July 5 – 15
August 1 – 11

Times (both sessions)

- 8:30 a.m. - 10:30 a.m.: ages 10 years and younger
- 10:30 a.m. - 12:30 p.m.: ages 11 years and older

Price Per Session

\$100 for homeowners
\$125 for non-homeowners

SWIM TEAM

We are not offering an Oak Hills Swim Team this season, but we do have a great swim team option thanks to a partnership with Bethany Athletic Club. They have agreed to start a summer swim league this summer for us! Thank you to Bethany Athletic Club for hosting our swim team for the summer. Even better, Coach Morgan will be one of the coaches!!

For swim team only, please contact Nick Benvenuti at Nick@BethanyAthleticClub.com.

The first day of practice will be Mon., Jun. 20, and the season runs

through the championship meet, which we believe will be Aug. 13 (at this point we are still waiting for official, firm dates).

Practice times for groups are listed by age, but swimmers will be placed into groups by ability.

- 8 and under: 7 – 7:45 a.m.
- 9-10 years: 7:45 – 8:45 a.m.
- 11-12 years: 10:15 – 11:15 a.m.
- 13 and over: 11:15 a.m. – 12:15 p.m.

Price includes one-hour practices five days per week, and attendance at all five swim meets.

- \$200 for members of BAC
- \$250 for non-members of BAC

Your Oak Hills Rec staff and the Bethany Athletic Club are all excited to be offering this community partnership program!

Rec Center Project FAQ's continued from Page 2

are some design problems that were not fully explored with that, namely the ADA access. The other option would be to eliminate the wading pool completely. These options would likely be welcome by anyone thinking the sixth lane is an essential part, but it comes at a cost of lost features to the youngest of swimmers. It is estimated that the 3-1/2 foot depth would be most difficult on children under eight years old. The building committee has tried to remain faithful to its promise in the voting pamphlet and understand the passionate group that wants to find a way to fund the sixth lane. Reducing the size of the wading pool is not a realistic way to do so. Eliminating it would not be consistent with our outlined course and would leave us with similar problems we observe now with children struggling with the minimum depth of the main pool.

Q: Do we have to expand parking?

A: Washington County reviewed the parking lots and number of spaces and approved the existing lots as having enough spaces. They will require restriping, especially the spaces on Oak Hills Drive.

Q: Will the sidewalk on Oak Hills Drive be closed during construction?

A: The sidewalk will be closed during construction. There are patches of the sidewalk that must be replaced during the construction and a construction access point is located at the corner of the parking lot where vehicles will cross the sidewalk. It is not safe to attempt to keep the sidewalk open. A detour does exist. Walking behind the tennis courts, there is a path of sidewalk to Oakmont Loop that can enable walkers to bypass the construction area. We will attempt to put signs up to highlight the detour effectively.

Annual Meeting *continued from Page 1*

OHHA Director, we are delighted that he will continue to support Rec Center project financial reviews (along with David Boyd and Jim Meyer), and will also continue to support the ARB to help document much-needed policies and guidelines. Thank you, Bob!

Voting for three director positions was a key objective of the annual meeting. With no nominations from the floor, and with all candidates providing written statements in the April newsletter, a formal candidate panel was not held. Thanks to Election Monitors Bob Obhurst, Murlen Kaufmann, Colleen Shannon, and Dave Pierson for tallying the vote results. Congratulations to Linda Marshall and Sheila Brewer on re-election, and please welcome our new OHHA Director, Terri Danowski! Your service to Oak Hills is very much appreciated!

During the vote count, Linda Marshall outlined the upcoming Transfer Fee vote, which homeowners will see in their mailboxes soon. This vote requires affirmation by 75% of homeowners per Oregon statute, not just 75% of votes at the annual meeting. Thus, the vote will be conducted both online and vote-by-mail, similar to the Rec Center Assessment vote last year. The Transfer Fee is proposed to provide ~\$60k annually towards funding Reserves to cover strategic repairs and replacements, with spending restricted per Oregon statutes.

David Boyd summarized the previous year's progress of the Rec Center renovation project. He highlighted the community vote to pass a Special Assessment last August, contracts with OPSIS (architect) and TEAM (General Contractor), and loan closing with Mutual of Omaha Bank. The construction fence is in place, demolition permit is in hand and a building permit should be approved shortly. The construction process should take close to seven months with an estimated grand opening of January 2017.

Reviewing the "Oak Hills Roadmap" by Jim Meyer was the final agenda item. Top priorities include follow-through of the Rec Center project, plus fixing hazardous sidewalks and removing hazardous trees on common property areas. These safety concerns need to be addressed promptly to reduce the risk of both injury and liability.

The next priority is creation of long-term (5+ year) strategic budgets for both operations and reserves, to help homeowners understand where the money goes, and help the board prioritize allocation of resources. Creating long-term budgets is intended to help define OHHA direction, while funding will largely determine pacing. Strategic budgeting will bring anticipated expenses (needs, wants, nice-to-haves) into the open for documentation and prioritization – as we strive to minimize disappointment while avoiding surprises.

Items further down the roadmap include updates to policies and guidelines across multiple areas. The intent of the "report card" survey (see elsewhere in this newsletter) is to provide sufficient data to guide appropriate policies and decision-making by the board. Please see the Oak Hills Roadmap at www.oak-hills.net, and provide any feedback or suggestions to Jim Meyer.

With the final agenda item completed, the 2016 Annual Meeting adjourned at 9:05 p.m.

4TH OF JULY WILL BE "OUT OF THIS WORLD"

BY SHEILA BREWER, OHHA DIRECTOR

Out of this World

Our Fourth of July theme this year is "Out of this World," and the parade costume and float judges can hardly wait to see what you come up with for our futuristic and alien theme! Prepare your floats and bikes and we will see you at the school at 11:30 a.m. for parade check-in. The kids' bike parade will start at noon, and the main parade will begin at 12:30 p.m. A full schedule will be posted at www.oak-hills.net, and will be printed in next month's newsletter.

Noho's Hawaiian Cafe

Noho's Hawaiian Café has agreed, as a personal favor after hearing about our displacement this year from the Rec Center, to cater our 4th of July lunch! Noho and his wife Shelley, one of the nicest couples I know, are providing a Hawaiian buffet for just \$7 a plate starting at 1:30 p.m. We know this is a "break even" effort at best. A huge thank you to Noho for being such a great community supporter and friend! So please come on the 4th to the greenspace by the tennis courts and enjoy Noho's famous Hawaiian food. If you have time to stop by one of their restaurants, I think you will be pleased!

Volunteers Desperately Needed!

Our 4th of July income is a direct result of the unbelievable hard work and dedication of volunteers. We are very short this year due to not having our regular recreation registration day. At this point, we may fall short on donations and might have to pull from our operating funds to pay for this iconic event. Please volunteer by emailing Jennifer Davis at oakhills4thofjuly@gmail.com.

Bike Decorating

Please Join the Cub Scouts at 10:30 a.m. on July 4th in the school parking lot to decorate your bikes for the parade. Some decorations will be provided, but donations are always welcome.

REPORT CARD SURVEY - WE NEED YOU!

The OHHA Board is chartered by the Code of Conduct to make decisions “in the best interests of the entire community.” A huge challenge is how to collect homeowner feedback in sufficient quality and quantity to provide confident guidance for policies and board decisions.

The most frequent source of friction between homeowners and the board (and sometimes within the board) stems from conflicting interpretations of vaguely worded CC&Rs and guidelines. For example, how do we define “harmonious” for Architectural Review? Who decides the threshold for a “nuisance” or “annoyance” – thus requiring Compliance response? Constant argument does not serve the best interests of the community and is simply frustrating for everyone. Survey data from a representative sample of Oak Hills homeowners (>50%) could be interpreted to clarify expectations for policy direction and decision-making. Whatever the results of any survey, some homeowners may be disappointed. The goal of the “Report Card” will be to help minimize (though not eliminate) disappointment, while also minimizing surprise, uncertainty, and conflict.

The Report Card survey will be open for three weeks between May 21 and June 11. Your well-considered, honest answers are critical!

Please complete the survey online if possible (see survey link at www.oak-hills.net). Otherwise, please mark up this insert, and deliver to the mailbox at the Northumbria green space pathway (next to 14900 NW Northumbria Lane).

Homeowners who attended the annual meeting can use their “secret code” to complete the survey (97 secret codes were selected, with 101 homes attending). Other homeowners can use their lot number as survey identification. If you do not remember your lot number, please see the posted FAQ (<http://www.oak-hills.net/events/how-do-i-find-my-oak-hills-lot-number>), or contact Jim Meyer.

Lot number information will be removed for homeowner privacy after checking for duplicate entries.

We don’t have enough room to provide full details on survey protocol and analysis here, but please see www.oak-hills.net, or contact Jim Meyer for more information.

RECREATION/BUDGET

Does OHHA Recreation appropriately balance the benefit of extra revenue from field rentals vs. the added impact of traffic, parking, noise, congestion?

Circle the answer that most closely reflects your opinion:

- 1 – Stop all field rentals, forfeit financial benefit of ~\$22,000/year
- 2 – Reduce field rentals – please comment on which programs to remove
- 3 – Good balance - current financial benefit is worth impact
- 4 – Increase field usage by recruiting new clients
- 5 – Maximize field rental revenue to support HOA finances

Comments:

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ARCHITECTURAL REVIEW

Should Architectural Review guidelines and enforcement cover these areas?

Scale of 1 to 5 for each item:

- 1 = yes, with rules that cover virtually every aspect of the issue
- 2 = yes, with rules that cover most aspects of the issue but leave some leeway for owner preference
- 3 = yes, with rules that cover some aspects of the issue but leave more leeway for owner preference
- 4 = yes, ARB provides clear rules on what is allowed and only reviews proposals outside those rules
- 5 = no, this issue should not require ARB approval

- _____ Front yard landscape design (landscape *maintenance* is covered under Compliance)
- _____ Front and side yard garden boxes visible from street
- _____ Garage doors, including window elements and decorative hardware
- _____ Garage conversion to living space
- _____ Exterior color choices
- _____ Roof material choices
- _____ Window style and material choices
- _____ Penalties for non-compliance and/or changes made without review

Garden Boxes – circle the number of the statement that mostly closely matches your opinion:

1. All garden boxes visible from the street should be prohibited.
2. The ARB should review all proposed garden boxes visible from the street, and define restrictions on materials, size, height, setback from curb and sidewalk.
3. The ARB should define appropriate materials, maximum size and height, minimum setback, etc. – and ARB should have authority to review only those proposed garden boxes beyond the defined limits.
4. Garden boxes maintained appropriately to avoid Compliance violation should not be otherwise restricted or regulated by ARB or OHHA.

COMPLIANCE

Does the current compliance courtesy checklist (please see <http://www.oak-hills.net/documents.html> "Compliance First Notice Of Violation", in use since July 2015) appropriately maintain Oak Hills community standards for exterior maintenance and landscaping upkeep?

- _____ checklist is too strict
- _____ checklist just right
- _____ checklist is too permissive

Approximately what fraction of Oak Hills homes currently do NOT meet your personal standards for exterior maintenance and landscaping upkeep?

- _____ no homes fail my standards
- _____ <1% do not meet my standards
- _____ 1-5% do not meet my standards
- _____ 5-10% do not meet my standards
- _____ >10% do not meet my standards

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COMPLIANCE, con't

How strictly should Oak Hills Compliance enforce trailers, boats, RVs, and non-licensed vehicles parked in driveways for more than two days?

Circle one:

1. enforce strictly
2. allow up to a few days leeway for extenuating circumstances
3. do not enforce

Should complaints submitted to the Compliance Committee be accepted only from homeowners residing in the immediate vicinity (<3-4 houses) of the potential concern? (circle one)

- Yes – limit reporting to nearby neighbors
No – encourage reporting by anyone

Should there be an annual limit on the number of Compliance complaints submitted from each homeowner?

1. No: everyone can submit an unlimited number of complaints per year
 2. Yes: accept first 6 complaints per calendar year from each homeowner*
 3. Yes: accept first 3 complaints per calendar year from each homeowner*
- *additional complaints can be carried over to the following year.

MAINTENANCE

Dropbox expenses related to homeowner use is around \$10,000 annually, and OHHA collects \$1,700 through drop box stickers. Should drop box sticker prices be increased, and if so, to how much per year? (circle one)

1. No – keep stickers at \$10 (OHHA provides \$8,300 subsidy)
2. Yes – stickers should cost \$20 (\$6,600 subsidy – assume same # of stickers)
3. Yes – stickers should cost \$40 (\$3,200 subsidy – assume same # of stickers)

Comments:

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BOARD COMMUNICATION AND MEETINGS

Which options are most appropriate for homeowner feedback to the board?

Scale of 1 to 5 for each (1 = strongly agree, 5 = strongly disagree)

- _____ Existing methods: email, phone, web, and monthly board meetings
- _____ Annual "report card" survey covering multiple topics with sufficient response rate to provide clear indication of community-wide opinion
- _____ Schedule a 30-60 minute "Member Forum" meeting prior to each monthly board meeting, in lieu of feedback during board meeting
- _____ Open forum by topic, 3-4x per year; for homeowner input and proposals
- _____ Provide 30 minutes on the Annual Meeting Agenda for open and unstructured homeowner feedback, while keeping the maximum 2 hour meeting limit
- _____ Other, comment:

BOARD REFERENDUM

Do you agree or disagree with the following statements:

Scale of 1 to 5 for each (1 = strongly agree, 5 = strongly disagree)

- _____ Considering it is impossible to please every homeowner for every issue, the OHHA board strives to make balanced decisions in the best interests of the entire Oak Hills community, as required by the Code of Conduct.
- _____ I support the efforts of the Rec Center Building Committee and appreciate their service.
- _____ I support removal of one or more Directors for violation of By-Laws, CCRs, or Code of Conduct.

OAK HILLS NEIGHBORHOOD FEEDBACK

My top three concerns for the Oak Hills neighborhood are:

1. _____
2. _____
3. _____

My top three priorities for the OHHA Board are:

1. _____
2. _____
3. _____

My top three "wish list" items for Oak Hills: (fix, add, change, remove, etc.)

1. _____
2. _____
3. _____

What questions should be asked for next year's Report Card?

1. _____
2. _____
3. _____

DRAFT BOARD MEETING MINUTES -- May 4, 2016

MINUTES OF THE BOARD OF DIRECTORS' MEETING OF THE OAK HILLS HOMEOWNERS ASSOCIATION HELD ON MAY 4, 2016 AT 7:00 PM IN THE MEETING ROOM OF THE OAK HILLS CHRISTIAN REFORMED CHURCH, 2800 NW 153RD AVENUE, BEAVERTON, OREGON.

PRESENT: Jim Meyer, President
Linda Marshall, Secretary, Compliance
Bob Erickson, Treasurer, ARB
Tony Davis, Director, ARB
David Boyd, Director, RV Lot
Sheila Brewer, Director, Recreation

ABSENT: Sara Bourne, Vice-President, Building Committee
Todd Cooper, Director, Maintenance
Sarah Gauntt, Director, Communication

BY INVITATION:

Tom La Voie, Community Manager CMCA, CAMP
COMMUNITY MANAGEMENT, INC. AAMC

OWNERS AS LISTED ON THE ORIGINAL SIGN-IN SHEET

I. CALL TO ORDER

The meeting was called to order at 7:03 PM by President Jim Meyer, and a quorum of the Board was certified. Meyer reviewed the agenda.

II. COMMUNITY ANNOUNCEMENTS

CPO 7: Meyer announced that the CPO 7 meeting will be held on Monday, May 9th at Fire Station 68 Community Room, 13545 NW Evergreen Street. The meeting will start at 7:00 pm.

Vote in Lieu of Meeting: Meyer reported that the Board had conducted an email vote regarding the language for the proposed Bylaw amendment that would institute a Transfer Fee. Bob Erickson moved to finalize the language so that the amendment could be sent to the owners prior to the Annual Meeting. The motion was approved via email from the other Board members.

Little Library: Meyer reported that the Board conducted an email vote to identify the site for the "Little Library", as time during the April board meeting did not permit follow-up discussion from the brief proposal summary at the March board meeting. The Little Library design was approved by ARB (with a few requested changes), and material and labor was donated by a homeowner (grandparent /grandchild project). The board agrees review of all future green space feature placements will be during open board meetings, with requestor and/or board sponsor present.

III. APPROVAL OF PREVIOUS MEETING MINUTES

AGREED: Bob Erickson moved to approve the minutes of the April 6, 2016 meeting as previously circulated and published. David Boyd seconded the motion, which passed without opposition. Linda Marshall abstained, as she was not present at that meeting.

IV. HOMEOWNER COMMENTS

ARB: Darla Castagno stated that each owner in Oak Hills received a copy of the CCRs when they purchased their unit, including all nine Board members. The Board is charged with enforcing the CCRs, but she asserted that they have not done so. She called for a moratorium on sheds, garage doors with windows, front yard garden boxes, and house colors that are not in the approved guideline book. Castagno stated that realtors have told her that the front yard garden boxes devalue the neighborhood. Linda Marshall responded that the CCRs are not always specific, and that the Board is enforcing the CCRs that are in place. Discussion continued regarding the historic designation and that each house could have up to two non-conforming elements and still be contributing to the Historic District. Meyer asked Castagno to work on a draft document that she could present to the ARB for review and approval by the Board.

Transfer Fee: Dan Aksel stated that as a tax professional he sees a lot of transfer fees cross his desk during tax season. He has yet to see a transfer fee of more than \$500. Erickson recapped his research that helped him arrive at the 0.5% number. He also stated that the amendment gives the Board authority to impose a transfer fee up to 0.5%. The purpose of the transfer fee is to augment the reserve fund.

Pool Design: Aksel also expressed his concern regarding the contour of the pool floor. He stated that according to USA Swimming, the proposed pool would only have one lane that would be in accordance with the guidelines due to the floor contour. He would like to meet with the Building Committee to present his findings regarding swim teams and their needs and requirements before the pool design is etched in stone. David Boyd responded that the Committee has not yet received the final pool design, but once they are received, both the Committee and the OPSIS would need to approve the final design. Boyd will share the design with Aksel when they become available.

Planter Boxes: Gale MacArthur stated that there is a new planter box on the north east corner of Perimeter Drive and Perimeter Place. MacArthur asked Tony Davis why it was allowed, as it violates the CCRs that refer to walls, retaining walls and other structures, as it is two feet tall and therefore a

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retaining wall. Davis responded that the ARB has determined that planter boxes are not retaining walls. Erickson reminded those present that the planter boxes were not excluded in the 2013 CCRs as they did not meet the 75% requirement for the ban. They did receive around 71%. MacArthur referenced Article 6 Section A which addressed landscaping and stated that the boxes are retaining walls as they retain dirt and soil. Castagno restated that the boxes devalue the neighboring homes. Meyer stated that the owners need to be involved in drafting guidelines for the committees and the Board.

Tax Resolution 70-604: Bob Oberst requested information regarding the tax resolution 70-604 that is on the Annual Meeting agenda. Bob Erickson responded that this is an annual resolution requested by the CPA which would allow the Association some options in determining which tax form to complete, 1120 or 1120 H, determining which would best benefit the Association.

Personnel Issues: Oberst also requested information regarding whether the recent employee changes were due to termination or resignation. Meyer responded that the Board is not allowed to talk about personnel issues, but stated that the Board has retained Jason Jensen as the only full-time employee, and has contracted with Peak Landscaping to provide services to the Association at considerable savings.

V. HOT TOPICS

BUILDING COMMITTEE: David Boyd presented the following time line for the Recreation Center Project.

Land Use: The Grading Permit should be issued by the end of May. The Site development permit is expected to be issued Thursday or Friday of this week. The Right of Way Permit still has one issue for TEAM, could be issued tomorrow. Final approval is expected to come a week after the Grading Permit is issued.

Demolition: The 1200-CN Site Development permit is required prior to demolition. Demolition is expected to begin May 9 and continue through to end of May.

Building Permits: Trade permits are submitted through the General Contractor and approved by the Architect. The building permit cannot be issued until the Land Use Permit is approved. It is estimated that construction will begin on June 6, 2016.

Budget: Boyd distributed the spreadsheet which included all draws to date. Now that the details are more specific and some change orders are being processed, a new budget will be issued, which will still be under \$4.225 million. Some of the change orders include the need to regrade the ramp at 153rd and Oak Hills Drive, and the south driveway to comply with ADA requirements.

Motion to Empower Boyd: The County will require signatures from a Board member at various steps throughout the construction project. The Board would like to appoint David Boyd as that Board member who is authorized to sign the County documents. Clean Water Services will need authorization from the Board in the form of a motion to allow David Boyd to sign off on any documentation that is required throughout the project on behalf of the Board.

AGREED: Robert Erickson moved that the Board of Directors of the Oak Hills Home Owners Association authorize Board Member David Boyd to enter into any Real Property Agreements or any other needed Agreements for the completion of the Recreation Center Renovation Project. Any such agreements shall be brought before the Board at the next regularly scheduled meeting for ratification. Linda Marshall seconded the motion, which passed without opposition.

Bonds and Insurance: Boyd reported that there will be several bonds required for the project by Washington County Clean Water Services, and suggested to the Board that the bond money be borrowed from reserves. The Right of Way bond is in the amount of \$3,000.00, and it will be refunded at the completion of the project. Clean Water Services is requiring a bond in the amount of \$37,715.00, of which \$5,825.00 will be refunded at the completion of the project, with the remainder to be refunded after one year. The Board will be purchasing Builder's Risk Insurance through the Association's insurance carrier, American Family Insurance. Any stolen or vandalized material not installed will be covered under this policy.

Construction Updates: NW Natural has shut off the gas to the Rec Center, and all gas lines will be removed. New lines will be installed as part of the project. The electrical transformer has been shut down, so there is no power to the Rec Center and gym. The transformer will be relocated next week. If there are any needs for the 4th of July activities, the Committee should coordinate directly with Mack Thames, as he will be on site soon. A Time Lapse Camera has been tested and installed at the outdoor basketball area. At this point, the project is expected to last an estimated seven-months, with completion in January 2017.

ARB APPEAL DECISION: An Architectural Review Board decision was appealed at the last Board meeting by the owner of the house in question. The plans called for the replacement of the garage door featuring window mullions and Carriage House hardware. The owner presented his research which would support the design elements of the Carriage House garage door. Discussion followed relevant to the design elements being replaced and keeping the mid-century modern

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design aesthetic, which was the intent of the Historic Designation.

AGREED: Tony Davis moved to uphold the denial of the garage door based on the Carriage House hardware and the mullions in the garage windows. The windows will be allowed, without mullions. Bob Erickson seconded the motion. The motion carried on a vote of five to one, with Directors Brewer, Davis, Erickson, Marshal and Meyer voting in favor of the motion, and Director David Boyd voting against the motion.

ANNUAL MEETING REPORT CARD: Meyer explained his idea of submitting a report card survey at the Annual Meeting, and how owners at the meeting will be able to fill out the survey. The survey will include questions about upcoming capital improvement projects, ARB guidelines, the annual budget, and compliance procedures and protocols.

VI. BOARD UPDATES

TREASURER

Transfer Fee Vote: Erickson presented the timeline for the transfer fee vote, which was developed by the Association's attorney.

AGREED: Bob Erickson moved that the Board adopt the transfer fee schedule as presented. Tony Davis seconded the motion, which passed by a vote of five to one, with Directors Brewer, Davis, Erickson, Marshal and Meyer voting in favor of the motion, and Director David Boyd voting against the motion.

Budget: Discussion followed relevant to the budget numbers for the first half of the year. Expenses are higher than anticipated. Homeowners who owe money to the Association, either from their annual assessment, the special assessment, or both, is down to \$20,000.00 owed by 45 owners.

RECREATION

Summer Registration: Registration is Saturday, May 7, 2016, for summer tennis programs, and they will also be selling the annual stickers for the community drop box.

4th of July: Discussion followed relevant to the 4th of July celebrations. Brewer requested up to \$3,000.00 for the rental of a tent, rental of generators, and a handwashing station.

AGREED: Bob Erickson moved that the board authorize up to an additional \$3,000.00 for the 4th of July from the operating funds. Sheila Brewer seconded the motion, which passed without objection.

Field Use: Discussion followed relevant to a new business in town that was operating training sessions on OHHA private property. Brewer and Meyer paid a visit to the business and explained that the Oak Hills property is not public space, and that the business must contract with the Board and pay for any

usage. The business has agreed to seek Board approval for future use of the fields.

19 Football: The new signs are helping with traffic slowing down. Field use time is currently 11:00 am – 4:00 pm on Sunday's, and in the fall the new hours will be 11:00 am – 3:00 pm.

ARCHITECTURAL REVIEW BOARD

Nine projects have been approved, two tree removals, three fences, one garage door replacement, one paint job, one for concrete work and one deck approval.

COMPLIANCE COMMITTEE

Three new complaints have been addressed, but no additional lots have come into compliance so far this month.

RV LOT

David Boyd stated that there was nothing to report.

MAINTENANCE

Beaverton School District: Discussion followed relevant to the improvement of the sidewalk, as it was noted that the school district has responded, and OHHA is gathering bids for the improvement work to negotiate cost sharing. The Board will also need to determine the annual usage fee that they feel is appropriate for the school district to pay for the use of the property, and ensure BSD indemnifies OHHA for liability for non-resident use of the pathway.

Landscaping: Discussion followed relevant to progress of Peak Landscaping, and hazardous tree removals in the green space area near Belle Court. Negotiations will resume with adjacent neighbors for needed repairs of the west Forestel common area access path.

Tennis Courts: Meyer stated on behalf of Cooper that the tennis courts have been cleaned and patched, and Brewer stated that the project was successful.

COMMUNICATION

Meyer reported that the bylaw changes referring to the Annual Meeting now held in May have been filed and are now posted on the Association's website. The changes will be stand-alone until the bylaws are restated.

PRESIDENT'S REPORT

Brewer reported that the port-a-potties have been overturned the last two weekends, and she gave kudos to Meyer for his cleanup efforts, which were above and beyond the call of duty. Brewer would like to offer a reward for finding out who did the damage.

VIII. ADJOURNMENT

AGREED: Tony Davis moved to adjourn the meeting at 9:49 PM. Bob Erickson seconded the motion, which passed without opposition.

STANDING COMMITTEES

ARCHITECTURAL REVIEW

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COMPLIANCE

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Linda Marshall
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Jon Cole
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DATES TO REMEMBER

BOARD MEETING
Wednesday, June 1
7 p.m. @ Oak Hills Church

PGE PREDICTS POWER OUTAGE

During Rec Center construction, PGE is estimating about 20 homes, mostly on Oakmont Loop, might lose power for about one hour one day in late May or early June.

PGE should deliver door hangers to the affected properties about three days prior to the event.

OAK HILLS HOME OWNERS ASSOCIATION BOARD OF DIRECTORS

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Linda Marshall Secretary	Internal Affairs	15135 NW Perimeter Drive 503-645-2366	linda@cmarshallfamily.com
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