

Arbor Pointe HOA Meeting 8/21/2013 7:00pm to 9:30pm

Location: Christ the King Lutheran Church

SW Bull Mountain Road

Board Attendees:

Steve Burke, Brian Bell, Jeff Leaptrott, Michelle Blair, Ian Giammanco, Patricia Kwok

7:00pm Meeting Called to Order

- I. Introduction of Board members to the home owners.
- II. Distributed prior meeting minutes.
- III. Management Report review
  - a. Excess assessments presented
    - i. Avoid being taxed adopt [Association Resolution for Revenue Ruling 70-604 Election- Excess Income Applied to the Following Year's Assessments.](#)
    - ii. Adopted at 7:06pm.
  - b. Items from previous year increasing June 2013 to May 2014 Budget
    - i. Increased water
    - ii. Landscaping other charges
    - iii. Bad debt
    - iv. Community management fees
    - v. Required CPA review 180 days before 2013-2014 budget as a result of homeowners taking over the HOA.
- IV. Budget Review
  - a. Reviewed budget increased factors in more detail.
    - i. Requested from Community management a more detailed listing of landscaping invoices for the last several months and future.
  - b. Post budget on Arbor Pointe Community website.
  - c. Notify homeowners of increase in dues post budget and open up for discussion in 2-3 months during the next HOA board meeting.
    - i. Sept 1 old rate
    - ii. October 1 new rate effective.
  - d. Approved Budget and financial report
- V. Financial Report
  - a. Board request to post to Arbor Pointe Website along with historical documents.
    - i. Approved 7:34pm.
    - ii.
- VI. Collections
  - a. Request for Community Management to provide board with fee agreement for Landye and Vial firms.

- b. President voiced concerns using one of the legal firms due to ethical issues.
  - c. Reviewed legal process and dues associated with bad debt.
    - i. Potential process change allowing fees to be collected by HOA.
    - ii. Bank owned foreclosed properties should be billed for HOA fees.
      - 1. Work with real estate agencies to find what bank owns property.
- VII. Reviewed parking issues on 163<sup>rd</sup>.
- i. Michelle will take lead to contact Washington County to review possible solutions.
    - 1. Possible solutions talked about by board and homeowners
      - a. Fine and notices on cars and to homeowners
        - i. Least preferred.
      - b. No parking signs installed by County or city.
- VIII. Architecture Committee
- a. Reviewed the need for an Architecture Committee to review homeowners request to make changes that require review and approval per the CC&Rs.
  - b. Homeowner Angie Cook volunteered husband Doug Cook at [Cookbuilder@yahoo.com](mailto:Cookbuilder@yahoo.com).
  - c. Architecture Review Board
    - i. Doug Cook
    - ii. Ian Giammanco
  - d. Architecture Appeals Board
    - i. Michelle Blair
    - ii. Steve Burke
    - iii. Brian Bell
  - e. Current satellite review request is in for review.
    - i. Steve will contact homeowner.
- IX. Landscape Committee
- a. The purpose of the committee is to monitor and report on issues in contracted services provided by the contracted landscape company.
  - b. Landscape Committee members
    - i. Michelle Blair
    - ii. Julie Harris
    - iii. Kellie Havlin
    - iv. Kathy Spaulding
  - c. Reviewed the proposal from Landscape Company to resolve common area weed and dead grass issue.
    - i. Steve Burke is going to dig up the sprinklers and attempt to resolve the issue.
- X. Internet
- a. 2 years left
  - b. Steve called company and reviewed services
    - i. 100mbps per house.
    - ii. \$30.00

- iii. Will not get that with any other provider
- iv. If having issues with internet call Fibersphere at 503-681-8755
  - 1. Fibersphere will come out and troubleshoot issue and resolve or give a recommendation to resolve.

XI. Review of Bylaw Complaints

- a. Recommendation to make amendments which would require work and super majority approval from homeowners.
- b. Talked about having the process be a complain driven process for the following violations.
  - i. Satellite dish
  - ii. Basketball hoops
  - iii. Yard work
  - iv. Architecture
  - v. Children play structures
  - vi. Trash cans
- c. Actions
  - i. Hold issues until more discussion with homeowners
    - 1. Possibly set up an email address for complaints.
    - 2. Look into county laws.

<u>Action</u>	<u>Reason</u>	<u>Responsible Party</u>
Contact City or County to gain knowledge of process and cost to have no parking signs posted on 163 and potential other streets.	CC&Rs prohibit homeowners form parking on the streets. Homeowners are ignoring the rule. 164 <sup>th</sup> complaints have been posted by homeowners and Pride due to Recycling trucks not able to access the street to service homeowners.	<u>Michelle Blair</u>
Community Management provides board with service agreements for both Law firms used to handle delinquent HOA.	Concerned regarding how the firms operate.	<u>Patricia Kwok</u>
Post Financial reports to the community website.	Allow homeowners to review and respond.	<u>Patricia Kwok</u>
Newsletter to homeowners.	Inform homeowners of the website and raise awareness of community responsibility of HOA. Include Fibersphere information.	<u>Patricia and Board</u>
Change names of the board members on the website.		<u>Patricia Kwok</u>

Steve contact homeowner regarding satellite placement request.		<b><u>Steve Burke</u></b>
Dig up the sprinklers and attempt to resolve the issue at mailbox area on Dekalb and report next board meeting.	Existing sprinkler heads not work resulting in dead grass and weeds over grown. Landscape company gave a proposal.	<b><u>Steve Burke</u></b>
Meet with Homeowner regarding basketball hoop.	Homeowner at the bottom of Bray Lane has been in violation of CC&Rs. Several notices have been send and verbal communication but continue to violate.	<b><u>Brian Bell</u></b>
Setup next meeting for Oct 21, 2013 from 7-9 at the same Church. Post to community website.		<b><u>Patricia Kwok</u></b>
Scan and email the board members copies of all documents signed by the board.	<ul style="list-style-type: none"> <li>• Association Resolution for Revenue Ruling 70-604 Election- Excess Income Applied to the Following Year's Assessments.</li> <li>• 2014 budget.</li> <li>• Financial report</li> </ul>	<b><u>Patricia Kwok</u></b>