

**Barrington Heights Association of Homeowners
Meeting Minutes – Board of Directors
August 12, 2009**

Present: Margaret Juarez, Brad Arms, Surja Tjahaja, Bob Jester, Johann Olivier, Sue Jones, Wes Finchum, Steve Garner, Glen Capshaw, Frances and Dave Hanna, Brendan McVicker, Phyllis Tanner, Marijean Johnson, Kim Kelley, Rick Mishaga, and Lisa D'Amore.

Meeting Call to Order: 1905, by Margaret Juarez, Chairperson.

Approval of Previous Meeting Minutes, June 10, 2009:

Brad sought 2 corrections on the Minutes in the Reserve Study section:

- 'Need to add back 3 lights for Radcliffe Ct', not 4 as stated.
- Radcliffe Ct assessment remains at \$320', not \$360 as stated.

Margaret moved to approve, Surja second, approved unanimously with indicated corrections.

Homeowners' Forum:

The major issue at this meeting is the Solar Highway Project, championed by the City of West Linn, notwithstanding the suspicion that mandated city procedure & notifications have not been implemented.

Margaret is in touch with Kirsten Wyatt, Assistant to the City Manager, who is putting together a meeting between the city and the neighborhood. Ken Worcester will be available to discuss the trail project. Get upcoming meeting info from her, especially the Sept 02 meeting, and request attendance from homeowners. (BHT NA president not involved; doesn't care to do anything; Q: how do we re-activate functional NA)

Margaret: how we address the city is important; the challenge should be the potential for crime, and wildlife protection, rather than "NIMBY."

The general opinion is that the city has made up its mind to implement; the fact that zoning changes have been passed without the requisite due diligence. Sue Jones added that the recent history of the council has been to act contrary to any commitments made by the prior city administration, to wit, the failure to pave Barrington & the non-establishment of a cul-de-sac.

Bob: this is one of 3 sites being considered...& the city wants it here for the funding it will bring. Zoning issues:

- Has procedure been followed: city, state & federal?
- Is this a suitable area (wetland?)

Is this the proper location for this project? To successfully, Barrington HOA must make partners of other interested parties, such as OR City or land use groups. Q from residents: Should we attempt to place an injunction on the project?

Decision was made to establish an ad hoc committee to look into the project and provide information to homeowners: The Solar Highway & Trail Committee formed. Margaret so moved, Brad second. Steve Garner will be the nexus of information & Frances Hanna will chair the committee (Margaret moved, Brad second) Margaret will represent the HOA on the committee. Brad moved, Surja second. Motions carried.

In consideration of time, new committee excused themselves to continue discussion.

Homeowners' Hearings:

Glen Capshaw expressed concern about fees & the timing of payment reconciliation. Wes to research and respond. Also, Wes to inform the Board of the process & costs incurred. Brad cautions that if the penalties & costs have accrued fairly, they should stand so as not to set a precedent.

Committee Reports:

ARC: 2 items approved by ARC committee.

Holiday Decorations: Lighting Committee: Phyllis Tanner volunteers her services, Brad to follow-up.

Landscaping Committee: Sue Jones presented projects for 2009 – 2010.

Q: do we make the changes recommended with change from spring to Fall in common areas, or do we wait for spring 2010.

Brad suggests to do Fairhaven & wait with Wellington PI until Spring 2010. Margaret checked with Wellington homeowners and they are in favor of improvements replacing existing plantings.

The Sussex common areas are nearing completion & need 12 more small plantings (boxwoods). 6 each. Cost \$489. Brad says we have about \$1000. Going forward, Brad will identify discretionary spending sum/limit that will not need Board approval.

BHTNA (neighborhood association) - Bob: Margaret: how do we get the NA involved?

Force a meeting using the Solar Highway issue to facilitate by generating interest.

Bob to get with Kirsten to determine the process for removing the current NA chairman.

Newsletter: Margaret will have it out for review by the end of the week.

Financial Report – Brad Arms:

2008 Financial Review: Brad approves the Financial Review & recommends Board approval as submitted. Margaret moves, Surja second. Motion carried.

2009 Reserve Study & Maintenance Plan: Two monuments are shown on Fairhaven when in fact one was removed or never installed during development. Fix to reflect only one & resubmit.

Accounting Results & Forecast: No forecast change for the year. Fines check cleared. HOA will be \$13k favourable in cash this year.

Due to continued improved pace of assessment collections, no Bad Debt Reserve required for 2010. 2009 has seen non-paying homeowners improve from 9 (in 2008, at this time) to 6. In addition, some 'non-payers' from 2008 have paid up. Expectation now is that about 4 homeowners will be delinquent in 2009.

NWCM Proposal/2010 Contract: Wes presented the Board with 2 options for the 2010 contracts:

- The same as the 2009 contract – no change in cost.
- Increase NWCM hours from 8 to 11 (an additional 2 hrs for Wes 'on site' and 1 hr for admin, taking the admin hrs from 3 to 4. Wes recommends this option.

Margaret noted: On 6/23/2009 she requested Wes purchase 11 bulk hours from NWCM at a cost of \$990, with instructions that utilization would be reviewed on a regular basis. Wes confirmed these hours were available and Margaret recommended hours be distributed over the next four months, September to December, at 2.5 per month. At the end of this period and evaluation will be completed.

Review & Approve Proposed 2010 Budget: Final review approved by Brad, after reconciliation between Brad's proposed changes & the original NWCM budget. General assessments to remain at

\$500; Radcliffe Ct's addition to be reduced to \$305 from \$320 resulting in dues to Radcliffe Ct's homeowners total of \$805.

Going into 2010, the HOA will have about \$30k in cash, as per NWCM recommendation.

The NWCM budget shows 259 units. The correct number is 252, with a further 7 unsold lots in Phase 11. The developer (in this case Parker) will be assessed reserves until the lots are sold. For procedural notification purposes, the amount to be billed should be determined, then, a lien should be filed against these properties. Once the lots are sold full assessments will apply.

Brad moved to approve the budget, Bob was second. This approval is subject to dues & expenses remaining as budgeted, with the expense level at \$129,660. The Board grants the Treasurer the authority to modify the budget within the scope of balancing income & expenses, as required.

Management Report – Wes:

Action Items: Continues to track Phases 6 & any financial issues.

Site review Report: No current report.

Margaret enquired as to when the last site review occurred. Wes responded that. Aside from the current evening, it had occurred on the prior Friday, with mostly landscaping opportunities noted.

Old Business:

Amendment to CC&Rs (Phase 6): Notice sent out, with no request for secret ballot received. Return date September 30th. Wes notified by Margaret of a new resident in 3845 Fairhaven Drive.

Common Area Adjustments (item 10): reviewed in executive session.

Landscape Lighting/Electrical Update - Brad:

Barrington & Riverknoll – spotlights working; replace GFI (MPD quote: roughly \$500). Outstanding – electrical panel needs to be cleaned of corrosion; replace 3 landscape well lights with 3 low voltage lights @ \$619 for 3. So moved by Brad & seconded by Margaret (per proposal)

Beacon Hill island – ongoing GFI issues, which will become a real problem in winter. The island needs to be rewired; Brad will get a quote. The Board gives the Treasurer authority to execute the repair at his discretion, as long as the cost for the repair does not exceed \$3k. Bob moved & Margaret second.

Lighting Plan Cost (Matrix). Move by Brad to approve repair of priority items, not to exceed \$2750. Johann seconds.

Radcliffe Gate – a proposal to oil the gate 4x per annum, at more than double the current expense, was rejected. Keep to one or 2x per annum.

Neighborhood Email Collection: Monte has notified the Board that he will no longer be the leader of this project due to personal issues. Margaret has stepped in to the leadership role. Idea is to gather via 'viral' methods.

New Business: n/a

Executive Session: Held

Next Meeting: Board of Director's Meeting Wednesday, October 14th, 2009.

Adjournment: Meeting adjourned at 2235.

Respectively submitted by Johann Olivier