



Owners' Association

Mountain Gate HOA Meeting Minutes

Date and Time: 01/15/2019, 7:30 PM

Location: Dan Hutton's residence, 14721 SW Scarlett Dr., Tigard, OR 97224

Board Members Present: Glen Hanna, Bill Lazar, Dan Hutton, Rob Marreel, Matt Kleinke

General

- Meeting was held at Dan's residence and started at 7:35 PM.
- December 5th and December 23rd meeting minutes were approved with changes.
- Next meeting time/location: Glen's residence, 02/11 at 7:30 PM.
- The meeting was adjourned at 8:42 PM.

Financial

- Checking account values were reviewed. Everything balances out.
 - Update: Checking = \$7,328.50, Savings = \$21,360.50, CD = \$20,380.02
- Water bill for December was \$157.49. For comparison, some of the charges are as follows:
 - \$122.33 for December, 2017
 - \$32.78 for January, 2018
 - \$24.88 for February, 2018

The water system was winterized in October.

Next step is for Rob to e-mail George; based on that information the Board will go and turn the meter off.

- Outstanding Dues
 - Three residences are outstanding. The one on Scarlett remitted payment. The one on Tarleton has made no payments. The one on Charleston has not remitted payment. They have seven days until a fine letter goes out.
 - There are six outstanding dues for 2018. These will get certified mail letter that will go to Collections unless they are paid within seven days.

Outstanding Violations

- 14765 Scarlett – complaint was closed.
- 14655 Peachtree – trash bins are still out; fine letter has been sent out to residents and to the property management firm. E-mail needs to go out to property management as well (Rob).
- 14710 136th – trash bins are outside along with mower; cluttered front porch complaint. Rob to e-mail the residents about cleaning the area up.
- 15056 Scarlett – trash bins are outside. 1st letter to be sent by Glen.

- 15316 Peachtree – house under construction; need to verify if they created an ACC request and were approved or not. Matt to follow up with a first courtesy call and ask how much longer the construction will take. They were not listed in the ACC as having submitted a form.
-

Special Topics

- New neighbors: no new notifications. Glen and Rob delivered a Welcome Packet to 14695 136th.
- Logo review: have Rob take pictures and measurements of the front area to see what it would look like at day and night, and possibly Photoshop versions for evaluation. Bill will investigate companies that can make backlit metal signs.
- May 28th at 7:30 PM is the tentative date for the Annual Homeowner's Association meeting at Alberta Rider Elementary (ARE) school.

Action Items

Rob

1. Rob to e-mail George about water meter and bill.
2. Rob to send e-mail to 14655 property management company about fines for trash bins left outside in view.
3. Rob to send e-mail to 14710 136th to address cluttered front porch and trash bins.

Glen

1. Send residents at 15056 Scarlett a first violation letter for visible trash bins.

Dan

1. Dan to send the letters to the six outstanding dues. We should use the addresses in the spreadsheet.

Bill

1. Find companies that can create backlit metal signs for the front entrance.

Matt

1. Contact owner at 15316 Peachtree to determine ACC submission form and approval, and how long the construction should last before being finished.