



Mountain Gate HOA Meeting Minutes

Date and Time: 04/22/2019, 7:30 PM

Location: Matt's residence, 14920 SW Ashley Dr., Tigard, OR 97224

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

General

- Meeting was held at Matt's residence and started at 7:41 PM.
- March meeting minutes were approved with changes. Modifications include adding new logo on minutes and future correspondence, and to have everyone solicit feedback from family and neighbors for the front entrance sign.
- Glen created January and February meeting minutes in PDF format and posted to Dropbox folder for upload to the website.
- Next meeting time/location: Annual Meeting at ARE school, 05/28 at 7:30 PM.
- The meeting was adjourned at 8:53 PM.

Financial

- Checking account values were reviewed. Everything balances out.
 - Update: Checking = \$5,410.22, Savings = \$21,363.19, CD = \$20,449.28
 - Dan to reach out to bank about interest on the CD rate.
- Outstanding Dues
 - Still have two outstanding residences due:
 - 13760 12 Oaks
 - 14945 SW Scarlett Dr

Outstanding Violations

- 14775 Charleston - done – no letter sent as trash bins have been removed.
- 14935 Peachtree – deck is falling apart (collapsing) and is visible from the street. Send 1st letter for remedy.
- Front entry moss on sidewalks – need to call landscaper to clean them. Rob to call about this.
- 15316 Peachtree – house under construction; Matt to send e-mail with link about 5th wheel out front, and get timeline for house construction.
- 14655 Peachtree – sent 6th letter about fines for refuse bins; \$125 for 5 weeks. Need to send 2nd landscaping letter – 7 days to remedy or will be sent to attorney for Lien. Rob to contact attorney for direction; lien or collections.
- 15032 Scarlett – the sign has been removed; issue closed.
- 14775 Peachtree – trash bins have been removed; issue closed.
- 15065 Scarlett – basketball goal in in the driveway. Is this a violation? Rob to investigate.
- 15056 Scarlett – pavers have been removed; issue closed.
- 13597 Tarleton – tree was trimmed; issue closed.
- 15491 Peachtree – send 1st letter for yard maintenance.

- 14560 Peachtree – Matt to send e-mail about driveway weeds and yard maintenance.
- 13756 Charleston – cut three maples really short and looks horrible. Send violation letter and tree document on website, come back September 1 and look at visibility. We may need to have them replace the trees.

Special Topics

- Sign for front – Matt brought in samples of the different types of signage. We will go with metal words that are front-lighted. Matt will get new renderings.
- Annual meeting has been booked for May 28th. Rob to get new signs printed. ARE has been paid for reservation.
- We need to create a new directory for 2019. Rob to send out a Nextdoor blast to send e-mails and phone numbers to the Board. Glen to send Matt the stack of updated information to put into directory.
- Research email tools for contacting the community that don't use the opt-in/out mechanism. Matt found a way to do a mail merge with MS Office products.
- Bill to create draft annual response letter with voting block removed and add a note about new branding – done.

Action Items

- **Rob**
 - Call landscaper to get moss cleaned up front
 - Contact attorney about late dues and yard issue
 - Mail dues letters (except the two that need the extra fine) **DONE**
 - When email blast goes out send NextDoor note
 - Get Annual mtg Sign updated and posted
- **Matt**
 - Contact monster truck guy about construction and RV
 - Update spreadsheet with Dan's title info
 - Update spreadsheet with Glen's email pile
 - Work with Bill to get the email blast sent out
- **Dan**
 - Contact bank about CD
 - Reconsider his poor choices in real estate purchases
- **Glen**
 - Get Matt email stack of email addresses
 - Mail out yard notice in next 24 hours for 14665. Should say **Final Notice** on top
 - Mail out any other violation letters
 - Contact Stacie about printing process for directory.
- **Everyone**
 - Start recruiting new treasurer