



Owners' Association

Mountain Gate HOA Meeting Minutes

Date and Time: 12/05/2018, 7:30 PM

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

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

General

- Meeting was held at Matt's residence and started at 7:30 PM. Residents from 14763 were also in attendance.
- October meeting minutes were approved.
- Next meeting time/location: Dan's residence, 01/15 at 7:30 PM.
- The meeting was adjourned at 8:57 PM.

Financial

- Checking account values were reviewed. Everything balances out.
 - Update: Checking = \$7,630.44, Savings = \$21,359.59, CD = \$20,350.98
- Outstanding Dues
 - Three residences are outstanding. One on Tarleton had no one there to receive the certified mail. The one on Scarlett responded that they will make the payment.
 - There are eight 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 – On Sunday, the neighbors to the right at 14743 Scarlett blew the leaves with a blower and trimmed the shrubs with a gas trimmer. The likely shrubs are the arbor vitae. The complaint is about trespassing. The HOA does not get involved in these types of disputes; this is left to local law enforcement. The second complaint is about noise from these landscaping tools. We investigated the noise complaint and will respond appropriately.
- We had a complaint about leaves around the Scarlett and 136th intersection. The board looked and no leaves are currently present. No further action is to be taken.
- 14655 Peachtree – trash cans are still out; need to send letter for violation. They took the garbage can in during our meeting last night so we could not get a picture. Which is good! Glen mentioned on the drive home that the official fine warning certified letter was never sent out. This means we cannot go with the plan we discussed last night of quickly getting to a fine. We will need to start the letter process over next time it happens and go through the multiple waiting periods (~1 month) with certified letters.

Special Topics

- New neighbors: no new notifications. The neighbors next to 14744 Scarlett need a Welcome packet. Glen and Rob to deliver and get their information for our directory.
- Landscaping charges are settled with George. Issue is resolved and closed.
- Title form for Website: Dan to get information to Bill to get completed.
- Street cleaners already come once/month. No further actions.
- Insurance: legally the HOA has to look at it yearly. We are getting the official policy in two weeks for review.
- Tree-trimming quote was way too expensive. No further action on this topic.
- Front entry water usage: normal range. The HOA is not paying for neighbor's usage. The water company sent someone out to check for leaks and none were found on their end. Matt contacted the water company that will do a free visit and analyze our equipment for efficiency and watering. Rob will ask Mary if Mario (landscaping) winterizes our system.
- Logo review: the Board will pick a design, and sent out a blast e-mail notice to get feedback before our implementation. The board sent Bill a logo on the web that we would like the designer to iterate on.

Action Items

Rob

1. Rob will ask Mary if Mario (landscaping) winterizes our system
2. Rob to respond to Judy and Mary about their complaints by EOD Thursday

Glen

1. Glen to print welcome packets by EOD Friday and give one to Rob

Dan

1. Dan to send the letters to the 8-9 outstanding dues. We should use the addresses in the spreadsheet

Bill

1. Work on updated signage and logo