



Meeting Minutes Board of Directors Meeting October 27, 2015, 7:00PM

Pursuant to notice duly given a regular meeting of the Board of Directors of the Mountain Park Home Owners Association was held at the Clubhouse on Tuesday, October 27, 2015. Present at the meeting were Directors Dod, Lazaris, O'Connor, Price, Sangrey and Slaven. Executive Director, Carol Cook was also present. Director Kyle was absent.

Call to Order - The meeting was called to order by President O'Connor at 7:00PM.

1. Appeals to the Board

- a. 33 Churchill – The Board reviewed the work to be completed per your proposal, including the following: Manage all vehicles in compliance with HOA rules and applicable laws (in this regard please note that the offending vehicle was promptly moved before the expiration of the notice date and, after moving, was removed from the premises entirely within 2 weeks of the notice date); Store garbage and recycle bins in compliance with HOA rules; Remove the basketball backboard and hoop from east side of driveway; Weed the front yard on the west side of driveway, trim shrubs there as needed and seasonally appropriate; Trim the ivy and shrubs and pull any weeds on the east side of driveway; Weed and clean up the entire back yard area. **Director Dod made a motion to rescind the fine of \$500 as it appeared the homeowner followed through with their commitment. Director Sangrey seconded the motion and upon vote by the Directors the motion passed unanimously.**
 - b. 13 Mountain Circle – The Board reviewed the progress on completing the homeowners' plan regarding the resolution of compliance issues at 13 Mountain Circle, including the storage of the utility trailer, trash cans, garden supplies, equipment and tools, usage of tarps, and storage of firewood. **Director Sangrey made a motion to rescind the fine of \$250 as it appeared the homeowner followed through with their commitment. Director Dod seconded the motion and upon vote by the Directors the motion passed unanimously.**
 - c. 138 Del Prado – The Board discussed the owner's request for an increased lot coverage ratio. **Director Dod made a motion to not object to the lot coverage request to increase from 34.4% to 35.5%. Director Sangrey seconded the motion and upon vote by the Directors the motion passed unanimously.**
2. **Executive Session** – Director Sangrey made a motion for the Board to go into Executive Session at 7:20pm. Director Dod seconded the motion and upon vote by the Directors the motion passed unanimously. The Board exited Executive Session at 7:35pm.
 3. **Visitor Comments & Letters to the Board** – none.
 4. **Reading and approval of minutes**– Director Sangrey made a motion to accept the October 13, 2015 minutes as amended. Director Price seconded the motion. Upon vote by the Directors, the motion passed (6 Yes-0 No).

5. Reports

- a. Executive Director – September KPI and September financial report.
- b. Architectural Review Committee – September report. Director Price nominated Kris Damiano to be the new Chair of the Architectural Review Committee. Director Sangrey seconded the motion and upon vote by the Directors, the motion passed unanimously.
- c. Homecare Subcommittee – Untenanted Houses, Condo, and Violations report.
- d. Clubhouse Committee – September report and Room Environmental Audit was reviewed. Director Slaven initiated a discussion of the sanction process with the Board. Director Slaven made a motion to approve the Clubhouse Committee's Sanction Process as follows: 1) Minor Violation – Sanction may include a fine of up to \$500 and/or suspension up to 30 days, and 2) Major Violation- Sanction may include a fine of up to \$5,000 and/or suspension up to 30 days. Director Lazaris seconded the motion and upon vote by the Directors, the motion passed unanimously
- e. Governance Committee – No report.
- f. Reserve Committee – October report.
- g. Finance Committee – October report.
- h. Common Property Committee – October report.
- i. Yard Debris Sub-Committee – October report. We are currently being billed for 720 yard debris bins.

6. Resolutions


- a. **Proposed Reserves Projects** – The Board reviewed and discussed the proposed 2016 Reserves Projects as well as the recommendations of the Finance Committee. Director Dod made a motion that the Board approve the proposed projects and a Reserves Budget of \$358,498 for 2016. Director Sangrey seconded the motion and upon vote by the Directors, the motion was passed unanimously.
- b. **Maximum Annual Assessment (MAA) and Assessment Increases for 2016** – Director Dod made a motion to approve an increase of the single family assessment from \$927.80 to \$940.00 (tied to the cost of living index) for 2016. Director Sangrey seconded the motion and upon vote by the Directors, the motion passed unanimously.
- c. **Revised Resolution of Collection of Unpaid Charges**- Director Sangrey made a motion for the Board to adopt the resolution and demand letter drafted by Vial Fotheringham. Director Lazaris seconded the motion and upon vote by the Directors, the motion passed unanimously.
- d. **2016 Strategic Plan** – Director Sangrey made a motion for the Board to approve the 2016 Strategic Plan as revised. Director Price seconded the motion and upon vote by the Directors, the motion passed unanimously.

7. Old Business

- a. **Untenanted Houses Strategy** – Executive Director Cook reported that the foreclosure process on 9 Juarez had been initiated by Vial Fotheringham.
- b. **Discussion of a Statement to the City of Lake Oswego regarding new LED street lights** – The Board agreed that a letter urging the City to be consistent when changing out street lights in the Mt. Park neighborhood would be drafted and sent to the appropriate official.
- c. **Oregon Employee Sick Leave Mandate** – Executive Director Cook gave an update on the mandate as well as let the Board know that a policy would be in place by the January 1, 2016 deadline and we would be budgeting for this in the 2016 budget.

8. New Business - none

Adjournment – At 9:00pm, the meeting was adjourned.



Secretary Treasurer