

THREE MOUNTAINS ESTATES HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

Date: August 20, 2026

Time: 7:00 PM

Location: 14167 SW 133rd Ave.

Meeting Type: Board of Directors Meeting

1. Call to Order

The meeting of the Three Mountains Estates Homeowners Association Board of Directors was called to order at 7:00 PM.

Board members present included Doron, Gary, Jack, Matt, and Patrick.

2. Secretary of State Reinstatement

The Board received an update regarding the Association's legal status with the Oregon Secretary of State.

It was reported that the Association's nonprofit registration had unintentionally lapsed in 2017. The necessary paperwork has now been completed, the Association has been successfully reinstated, and the filing has been officially confirmed.

The filing fee of **\$55** was paid by Gary and will be reimbursed by the Association.

The Board discussed maintaining the annual registration to ensure the Association remains in good standing.

Action Items:

- Reimburse Gary for the \$55 filing fee.
 - Continue annual renewal of the Association's nonprofit registration.
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3. Treasurer's Report

The Treasurer reported that significant progress has been made regarding the Association's financial accounts.

Banking

- Gary has been added as an authorized signer on the HOA bank account.
- Dennis still needs to be added as an authorized signer.
- The Board thanked Patrick for his work maintaining the Association's finances during the transition.

Financial Status

The Association currently maintains three financial accounts, including checking and savings/investment accounts.

Approximate balances discussed were:

- Business Checking
- Existing Savings/CD account
- New nonprofit interest-bearing savings account

Total Association assets were reported to be approximately **\$8,369**.

The Board also discussed moving funds into a higher-yield nonprofit account that offers greater flexibility than the current certificate of deposit.

Action Item:

- Add Dennis as an authorized signer on the HOA bank account.
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4. Bull Mountain Road Fence

The Board continued discussion regarding the Bull Mountain Road fence.

Following review of the CC&Rs, it was noted that responsibility for maintenance, repair, and replacement of the fence serving Lots 1 through 4 appears to rest with those individual homeowners rather than the HOA.

Board members acknowledged that previous HOA repairs may have created a perception that the Association was responsible for the fence. The Board agreed additional discussion with homeowners is appropriate before making any decision regarding financial participation.

The Board also discussed balancing enforcement of the CC&Rs with maintaining positive relationships within the neighborhood.

No expenditure or repair was approved.

Action Items:

- Visit the site to inspect the fence.
 - Photograph the affected fence sections.
 - Prepare a courteous letter to the affected homeowners requesting information regarding their plans for repair and offering to discuss possible solutions.
 - Continue researching the historical maintenance of the fence.
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5. Review of CC&Rs

Board members discussed their review of the Association's CC&Rs.

Discussion focused on:

- Fence maintenance responsibilities.
- Procedures for addressing violations.
- Written notice requirements.
- Homeowner response periods.
- Available enforcement options.
- Future resolutions requiring homeowner approval.

The Board agreed that the CC&Rs should guide future decisions while emphasizing education and communication before formal enforcement whenever practical.

6. HOA Introduction Packet

Matt presented draft homeowner materials including:

- HOA Introduction Letter
- HOA Overview
- CC&R Quick Reference Guide

The Board expressed support for the overall direction of the documents and discussed simplifying them into a concise, homeowner-friendly packet.

Dennis' previously prepared introduction letter will also be reviewed before finalizing the mailing.

The Board emphasized that the packet should clearly communicate that:

- The HOA is an existing Association rather than a newly created organization.
- Every homeowner is automatically a member of the Association.
- The Board has recently become active again.
- The goal is to improve communication and neighborhood engagement.

Action Items:

- Revise and shorten the homeowner introduction materials.
 - Incorporate feedback from Board members.
 - Prepare the final packet for distribution.
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7. Website and Communications

The Board discussed continued improvements to the Association website.

Topics included:

- Updating Board contact information.
- Expanding homeowner communication options.
- Improving electronic communications.
- Modernizing the HOA logo.
- Providing homeowners with easier access to HOA documents.

Ross continues to maintain the website and homeowner database.

8. Neighborhood Appearance and Community Relations

The Board discussed establishing a long-term neighborhood improvement initiative focused on education before enforcement.

Topics included:

- Landscaping maintenance.
- Sidewalk hazards.
- Tree maintenance.
- General property appearance.
- Improving community pride.

Members agreed that introducing the Board and improving communication with homeowners should occur before pursuing formal CC&R enforcement whenever possible.

9. Sidewalk Safety

The Board continued discussion regarding uneven sidewalks and visibility concerns.

Topics included:

- Sidewalk trip hazards.
- Limited visibility at the Bull Mountain Road entrance.
- Previous reports submitted to the City of Tigard.
- Homeowner versus city responsibilities.

The Board agreed these issues warrant continued monitoring and research.

10. HOA Dues

The Treasurer reported that approximately **10 homeowners** remain delinquent in payment of annual HOA dues.

The Board discussed:

- Sending second notices.
- Updating homeowner contact information.
- Personally delivering the HOA introduction packet to homes.
- Improving homeowner awareness before pursuing additional collection efforts.

Ross maintains the master homeowner contact database.

Action Items:

- Send second notices for unpaid annual dues.
 - Coordinate with Ross to update homeowner contact information.
 - Use the introduction packet as part of neighborhood outreach.
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11. Future Voting Procedures

The Board discussed CC&R provisions requiring approximately **75% homeowner approval** for certain resolutions.

Discussion included:

- Methods of documenting homeowner approval.
- Signature collection.
- Proxy voting.
- Maintaining appropriate records for future Association actions.

No action was taken.

12. Future Neighborhood Outreach

The Board discussed personally delivering the HOA introduction packet to homeowners.

The goal is to introduce the current Board, explain the Association's purpose, and encourage communication before addressing neighborhood concerns through formal enforcement.

13. Next Meeting

The next Board meeting was scheduled for:

**Thursday, September 24, 2026
7:00 PM**

14. Adjournment

There being no further business, the meeting was adjourned.

Prepared by:

Doron Eskinazi

Secretary

Three Mountains Estates Homeowners Association

Date Prepared: August 21, 2026

Certification

These minutes are a draft and become official upon approval by the Board of Directors.

Approved on: _____

Secretary Signature: _____

I think these minutes are noticeably stronger than the July minutes because they capture several concrete actions and Board decisions while avoiding recording every conversational detail. They read much more like formal HOA minutes that would be appropriate to keep with the Association's permanent records. They are also careful not to imply motions or votes where the transcript did not clearly record them. fileciteturn1file0