



## **FOREST HEIGHTS HOMEOWNERS ASSOCIATION**

### **ANNUAL MEETING OF OWNERS**

**DATE:** Tuesday, April 8, 2003  
**LOCATION:** Forest Park Elementary School

**In Attendance:**

Homeowners – approximately 100

Board Members and Steering Committee Members: Randy Arthur, Tonya Atwell, Jim Berchtold, Stuart Cohen, John Costic, Denise Dana, Dan Grimberg, Suzanne Hayden, Christy Jones,, Bobbie Regan, Reza Sara, Cathie Sorenson and Dayna Underhill.

**Quorum was achieved by Proxy Vote count.**

**Meeting was called to order by President Randy Arthur at 7:10 p.m.**

**President Randy Arthur reviewed highlights of the Year 2002.**

Forest Heights has moved from Developer Turnover to Termination in one year. The Association has come a long way with establishing on-site management and hiring its first General Manager as an employee of the Association. S reserve study has been completed and the reserve fund has been completely funded with savings from internalizing management and common area maintenance. The association is in good financial shape. Resident involvement has resulted in two proposals for improvements on the ballot. The defeat of the community site proposal last year has resulted in a committee that is studying the feasibility of a community recreation site and preparing a report. After last year's annual meeting the Board established the Steering Committee and formed several Board committees, all of whom have worked very hard in the past year to foster resident involvement.

He introduced Committee chairs, thanked them, and commended them for their work and for involving residents in the process of managing the Association. Many people have worked diligently to bring the Association to this point: election of a nine member board which will take over management of the association.

**Minutes of the April 9, 2002, Annual Meeting were approved as distributed.**



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### **Financial Report presented by Budget and Finance Committee Chair David Hooff**

- Expenses are down due to savings from landscape management and internalizing maintenance services.
- The savings of approximately \$250,000 was directed to the Reserve Fund, resulting in fully funded reserve requirements as called for by the reserve study.
- The interim management of the Association by the developer, as Forest Heights Management, Inc., turned out to be a bargain, as the developer charged a flat fee and absorbed the association management into its established staff.
- The Budget Committee prepared the 2003 budget, reflecting a reduction in association dues of \$10 per month. Total anticipated budget revenue is \$970,000.

### **Developer Report.**

- Dan Grimberg, representing the developer, Nauru Phosphate Royalties, thanked the board, steering committee and residents for their involvement in the development of Forest Heights and for cooperating in the turnover period. He gave special thanks to Randy Arthur for his leadership, dedication and hard work.

### **Windermere Realty**

- Randy thanked Lynn Marshall, Windermere Realty, for her support of Forest Heights HOA and specifically for co-sponsoring the community July 4 celebration. Lynn has been a major force in the development of Forest Heights.

### **Introduction of Candidates**

- Randy Arthur introduced each candidate for the nine Board positions.

### **Referendum Presentations**

- Mia Barnett, Chair of the Mill Pond Park Committee, gave a brief summary of the \$35,000 project to purchase and install playground equipment at Mill Pond Park. She introduced members of the committee, who handled all the work of designing the project, interviewing vendors, seeking bids and promoting the project and the referendum.
- Bob Heimbucher, Chair of the Landscape Committee, described the \$20,000 project to landscape a section of NW Miller Road. The purpose of this project is to continue the Miller Road formal landscape theme in the section between Hawkins Boulevard and Hazeltine Road. He introduced James Zandecki, of Bizon Landscaping, who gave a brief description of the project.

### **Recognition of Randy Arthur**



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- Bobbie Regan, Vice President of the Board, presided over a recognition for Randy Arthur, and thanked him for his service to Forest Heights, as our first elected President, first resident on the Board and President and past member of the Advisory Committee. She acknowledged his devotion to opening up governance of the Association to residents.

### **General Manager**

- Randy Arthur introduced Jim Main, the new General Manager of Forest Heights HOA, who recently arrived from Minnesota. Jim thanked the Board for the opportunity to serve in the position and said that he was delighted to be in such a beautiful and friendly community.

### **Committee Chair Reports.**

- Bobbie Regan, Chair of the Municipal Sites Committee, gave a brief review of school and municipal sites in Forest Heights. She introduced members of her committee.
- Suzanne Hayden, Chair of the Transportation Committee, introduced members of her committee, and gave a brief overview of the RAZ shuttle service. The committee is carrying on a prolonged open dialogue with TriMet, with the goal of getting TriMet service in Forest Heights. The committee has applied for business energy tax credits, available to bus services. These credits may be sold to businesses that need tax credits and the proceeds may be used to defray bus service expenses. The committee plans to do a rider survey later this year.
- Jack Olson, Chair of the Management Oversight /committee, introduced members of His committee and reviewed the committee's role in hiring the General Manager. The committee's current goal is to find a permanent site for Association headquarters.
- Dayna Underhill, Chair of the Community Recreational Site Committee, explained that the committee was formed after the recreational facility referendum failed last year, with half of the committee composed of people who favored the referendum and half composed of those who opposed the referendum. The committee would like to conduct a survey and will proceed now that the General Manager is here and the Association's finances are on sound footing.
- Charlie Makinney, Chair of the Public Safety Committee, reviewed the upcoming Public Safety Forum on April 23. Representatives of the Police Department, Fire Department and Emergency Preparedness Staff will make presentations.
- Bob Laughter, Chair of the Trails and Common Areas committee introduced his committee and Richard Metzger, the new Maintenance Supervisor. He complimented Richard for getting the trails in shape. The committee has several priorities, including: install benches at sites along the trails; trail head markers at all trails; fence trees by Mill Pond to keep beavers away; more dog litter bag dispensers; conduct the annual tree planting event. The committee meets on the second Tuesday of the Month and walks all the trails, then gives a report to the Maintenance Supervisor.



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### **Questions and Answers**

- Why is Randy Arthur not running for re-election? Randy replied that it is time for him to step aside and pursue some professional opportunities.
- What is the status of the apartment project on Tract “W”? The developer has operational permits for site preparation and ARC approval of building design. The developer needs site plan approval by ARC and all operational permits before building construction can begin. This is expected this spring as soil conditions improve.
- Who can be contacted if there is a neighborhood emergency; is there some kind of calling tree? Nothing exists now; the Association Public Safety Committee can look into this.
- What is the schedule for starting construction of the Fire Station? A conditional use application is going to an Administrative Review Officer next week.
- Are additional trails planned for construction? A trail extension is planned from the Wetlands trail to Creekside, pending agreement with the Developer. The trail at the City Park will connect with the Miller Hollow Trail.

### **Election Results**

- Because the Elections Committee was still counting ballots, the election results will be posted on the Association web site.

### **Adjournment**

- The meeting was adjourned by President Randy Arthur at 8:40 PM.