



NEWSLETTER

November 3, 2020 | *Includes minutes from the Oct. 21 and 27 Board meetings*

October 21 meeting minutes

The online meeting started at 7 p.m. Attendees were Steve Geddie, President; Mark Schweitzer, Vice President/Architectural Director; Colby Anderson, Maintenance Director; Joanne Fish, Pool Director; Robyn Berry, Clubhouse Director; Maksim Korolev, Treasurer; Mike Keiser, Communications officer; Virginia Scanlon, Secretary; and 16 homeowners.

Approved

- Amended Minutes from September 2020
- Motion to spend \$2,000 for four weeks of nutria trapping service

Treasurer

- Sent email regarding reserve study for replacement of bridge/walkway
- Need more information from Colby - will we spend more on trees this year (2020)
- Invoices from AMS - Still no breakdown provided. Last request before attorney consultation.
- Charges fluctuate from month to month
- Looking into seeing if we can use reserve funds for pedestrian crossing - Colby offered to help

Maintenance

- Landscape foreman leaving, so we may have to have another walkthrough with the new person
- Working on budget planning
- Updates regarding the creek water levels:
 - After we brought a significant blockage to their attention at the Division Street Culverts, Clean Water Services (CWS) cleaned out the blockage and appears to have installed blockaides to help prevent future blockages. This did not, unfortunately, impact or reduce the water levels on Four Seasons property. In follow-up to this conversation, Colby met with CWS to walk the creek from near Davis to the THPRD property North of the clubhouse.
 - Found two significant beaver dams - cause of stagnant water.
 - The dams are outside of Four Seasons property, so we can not take immediate / direct action to solve the problem. We are not allowed to remove a dam that is not on our property.
 - According to CWS, beavers are VERY fast working and resourceful creatures, and it's possible that even if we brought in an excavator to remove the dam (if it

were on our property), the beavers could rebuild the dam within a matter of weeks.

- CWS had some suggestions for long-term solutions, but they are not immediate and will take time. This may require having an expert come in and evaluate the beaver situation and write a report, such that we can present the issue to THPRD with some additional significance. THPRD has not historically been known to remove beaver dams from their property, but it may be possible to discuss an exception in this case due to the potential long-term impacts to infrastructure upstream. Between Four Seasons, THPRD, CWS, and the City of Beaverton - there are a lot of players involved.
- Deadwood pruning needs to be done where the three trails meet off Glenbrook, Peppermill, etc.

Pool

- Facebook Pool Page - Will be used to communicate with pool director & monitors - as of now the only ones with access are Joanne Fish and Mike Keiser.

Clubhouse

- Closed since March 16.

Architecture

- One property left off last month's list - 14909 SW Village Lane. Will include with September approvals
- No parking on the sides of Heights Lane, or the 3 Village Circle cul de sacs entrance driveways due to State Fire Marshal ordinance ORS 98.810-812. This relates to the need for emergency vehicle access.
- Most of the existing parking signage is worn out. To reduce expense, Joanne Fish & "assistant" have volunteered to remove old metal plates from poles so new signs can be applied by the vendor.
- Noise complaint on Glenbrook Road due to fans used to mitigate crawl space water damage - resolved.
- **NOTE:** Most Four Seasons homes have old galvanized drain lines that are all nearing end of life. It is a good idea to periodically inspect the crawlspace for water supply and drain leaks before they fail and result in expensive remediation. Many owners have or are currently experiencing the consequences of failed water line and drain line water damage.

Communications

- Mike reported that 109 newsletters printed out this month - used to be 20
- Cost is \$330 for this month
- At this rate it will be \$3-5K for 2021
- Please don't be on the opt-out list unless you do not have a computer or cannot access the newsletter any other way
- Mike can tell you if you are on the list.
- Nicolle reminded the Board that people on the opt-out list need to be mailed many required FSHOA notices, not just the newsletter.

New Business

- Nutria removal – put out five requests, heard back from one
- They are causing significant damage
- Nutria are classified as unprotected wildlife
- The only choice is to trap and euthanize;
https://www.dfw.state.or.us/wildlife/living__with/nutria.asp
- Steve to engage nutria removal company week of 10/25
- Clearwater Services suggested more edge plantings – may be cost prohibitive
- We did that ten years ago but someone pulled them all out!
- Clearwater Services will provide education and may be able to partner with Four Seasons to coordinate plantings (maybe even providing the plants).
- Steve will review our insurance policies – Mark will send him info

Homeowner Forum

- Nichole Winters stated that the Reserve Study Group needs more time to see how much is in the Reserve to put toward the new bridge/walkway. She said it would not be back in time for the October 27 meeting, and to find out where people stand they will most likely need to know the cost to each household to make a decision. She also said that the project needs to be funded by the Reserve unless it is a capital **improvement**. Mark asked if the meeting should be postponed but it was decided to go ahead with the meeting next week.
- An owner made the statement that she was very unhappy with the way the Board operates.
- Virginia Scanlon said she feels that the majority of homeowners are extremely grateful to the volunteers who give their time to be on the Board and especially for the massive amount of work done to research the bridge/sidewalk project. Kudos!

Meeting adjourned at 8:15 p.m.

Next regular Board meeting Wednesday, November 18, 7 p.m.

Join with Google Meet: meet.google.com/thx-aeaq-vyc

Join by phone: 617-675-4444 PIN: 296 821 302 2436#

October 27 pedestrian crossing/bridge meeting

The online meeting started at 7 p.m. Attendees were Mark Schweitzer, Vice President/Architectural Director; Colby Anderson, Maintenance Director; Joanne Fish, Pool Director; Robyn Berry, Clubhouse Director; Maksim Korolev, Treasurer; Mike Keiser, Communications officer; Virginia Scanlon, Secretary; and 15+ homeowners. Steve Geddie, President, was unavailable to attend.

The Board, having already confirmed from the City that “No Build” was not an option, discussed the two pedestrian crossing options outlined in the email sent to the community on

Oct. 14 and again on Oct. 22. Presentations were provided covering the 6 evaluating criteria. Following each presentation, Board members and owners asked specific questions and made comments. The civil engineering process by licensed engineers will confirm all traffic / pedestrian safety, alignment, structural / load requirements of the sidewalk option.

The results of the online survey were also shared

Of 383 homes, 65 responses were received (17%)

Of the 65 responses, some owners responded more than once

Survey Summary

28 Responses preferring option 1 (Bridge over Creek)	(7% of Owners)
23 Responses preferring option 2 (Sidewalk on Village Lane)	(6% of Owners)
14 Inconclusive responses	(4% of Owners)

Each Board member expressed initial personal preference for the bridge over the creek option. However, having reviewed all of information related to the evaluation criteria that had been gathered over the last two years, the primary concerns were;

- The rising and unpredictable creek water volumes and levels that continue to increase over the decades.
- Unpredictable lifespan and ongoing maintenance expenses of a replacement bridge that would continue to spend a certain amount of time in the water
- Limited ability to raise the bridge significantly enough without triggering even greater costs and interagency regulatory approval
- Although the sidewalk option has a greater upfront cost it is reasonable to assume that, over the long term, the expense of maintaining a sidewalk crossing will be less.

A critical component for the Board in making the decision to move forward was confirmation that both options were considered Renovations vs Capital Improvements.

A CAPITAL IMPROVEMENT IS: Infrastructure that was never there before.

(**Example:** Basketball court, a third swimming pool, outdoor pavilion, etc)

Per CC&R's, 67% of owners are required to approve a capital improvement.

A CAPITAL IMPROVEMENT IS NOT: A change to existing infrastructure when the primary purpose or utility of the infrastructure remains the same.

(**Example:** A sidewalk needs to be relocated around trees to mitigate future damage from tree roots, or a pedestrian crossing needs to be realigned due to changes in the creek.)

Per CC&R's, a majority of the Board is required to approve renovations.

Having sought owner input as well as expert and licenced opinions regarding reasonable alternatives and long-term expense limitations, Mark Schweitzer made a motion to select Option 2, adding a sidewalk to the roadway bridge, as the direction the HOA will take to restore the crossing. Colby Anderson seconded. Following final deliberation, the vote was unanimous among Board members present to approve the motion.

The meeting was adjourned at 8:38 p.m.

Opt-out report

Every owner has the legal right to opt out of receiving electronic communication from Four Seasons HOA and our contracted management company. Four Seasons owners that select this option are added to an opt-out list.

A consequence of making this choice is that it increases HOA expenses to provide owners with required news and notices.

The last newsletter had to be printed and mailed to 109 residents on the opt-out list. This cost the HOA about \$330 for one newsletter. Potentially this expense could cost the HOA about \$3,000-\$5,000 in 2021, about \$10 (plus or minus) per household for next year.

When we began electronic distribution of the newsletter in 2017, there were just 20+ names on the list. I printed the newsletter myself for this small group, and Margaret Rund delivered them. Later, the opt-out list grew to about 50 earlier this year, and we hired a printer to make the copies (about \$25 per printing), but Margaret and I could still deliver the papers.

The opt-out list grew in the latest report to 109 households. The October 4 newsletter had to be printed and mailed by AMS. We do not have the delivery infrastructure (or volunteers) of years ago to handle that volume.

An analysis of the residents on the opt-out list shows 73 out of the 109 communicate with the HOA via email, and 23 are members of the message list (listserv).

If we have to print and mail 109 or more copies of the newsletter going forward, this will add about \$3,000-\$5,000 per year to the HOA budget -- about \$8-13 per year per household. If the list grows, the cost will increase.

Residents who truly need to be on the opt-out list – meaning those with no computer access – should continue to opt-out. If you have and use a computer or phone to access the internet, you're encouraged to change your opt-out status if you are on the list. You can do this by contacting AMS. Email: Alex Carrizales, Fourseasons@ams-nw.com or phone 503-598-0552.

–Mike Keiser, Oct. 21, 2020

Treasurer's report: *period ending September 30, 2020*

**Four Seasons Homeowners Association
Balance Sheet
9/30/2020**

	<u>Operating</u>	<u>Reserves</u>	<u>Total</u>
Assets			
<u>Current Assets</u>			
1000 - Alliance Bank Operating (Primary) .45%	\$80,563.31		\$80,563.31
1005 - Alliance Bank Petty Cash .35%	\$1,361.68		\$1,361.68
1100 - Alliance Bank Money Market .45%		\$161,310.40	\$161,310.40
1200 - Assessments Receivable	\$9,920.04		\$9,920.04
1350 - Prepaid Insurance	\$1,079.82		\$1,079.82
<u>Total Current Assets</u>	<u>\$92,924.85</u>	<u>\$161,310.40</u>	<u>\$254,235.25</u>
<i>Assets Total</i>	\$92,924.85	\$161,310.40	\$254,235.25
Liabilities & Equity			
<u>Current Liabilities</u>			
2200 - Prepaid Assessments	\$4,469.59		\$4,469.59
2300 - Prebilled/Deferred Assessments	\$46,055.76		\$46,055.76
<u>Total Current Liabilities</u>	<u>\$50,525.35</u>		<u>\$50,525.35</u>
<u>Long-Term Liabilities</u>			
2900 - Reserve Contract Liability		\$161,310.40	\$161,310.40
<u>Total Long-Term Liabilities</u>	<u>\$0.00</u>	<u>\$161,310.40</u>	<u>\$161,310.40</u>
<u>Retained Earnings</u>	\$3,996.70	\$0.00	\$3,996.70
<u>Net Income</u>	\$38,402.80	\$0.00	\$38,402.80
<i>Liabilities and Equity Total</i>	\$92,924.85	\$161,310.40	\$254,235.25

Please note: All HOA financial reports are available online on the website of our management company, AMS: https://caliber.ams-nw.com:9002/CaliberWeb2_AMSNorthwest Once signed on, click on Documents at the top right of the page. On the left, click on Financials, then Month-End Financials, then the year. In the right panel will be a listing of reports for you to view or download.

General information

The parking of boats, campers, recreational vehicles, and all trailers within the confines of Four Seasons is restricted by Article 10 of the covenants. City of Beaverton code prohibits the parking of vehicles with “For Sale” signs on any city street.

Architectural changes, such as new roofing, painting, storm windows/doors, landscaping, tree removal, fencing, etc. need approval from the Architectural Committee before the project can begin. The Four Seasons architectural request form can be found [here](#).

To submit completed requests or lodge confidential complaints, which must be in writing, use one of the following methods:

Email Alex Carrizales: fourseasons@ams-nw.com

Submit via AMS Account Portal: www.ams-nw.com/portal

USPS or hand deliver: AMS | Association Management Services NW

15350 SW Sequoia Parkway, Suite 200; Portland, OR 97224

Fax: 503-598-0554

In order to process your request, please make sure that you include an application processing fee of \$35 payable to Association Management Services NW. Decisions to approve or deny a request are made by Four Seasons committee members, not AMS. The ARC has 30 days to review the application once AMS has determined all required information has been submitted for ARC to make an informed decision. Please allow time to process your request. Homeowners in The Villas and Summerville Square must follow these same application instructions.

Homeowners in the Crystalbrook HOA should contact CA Partners at 503-546-3400 or email kim@capartners.net for landscape and architectural approval.

New homeowners are asked to submit their contact information including name, address, phone number, email and move-in date to:

Four Seasons Homeowners Association

15005 SW Village Lane, Beaverton OR 97007 or

email the HOA secretary: secretary@fourseasonshoa.net.

Private roads reminder: There are three private roads in Four Seasons. These roads are maintained by the residents who are served by these streets and may be used only by those residents and their guests. Also, parking at the curb on these roads in designated “No Parking Fire Lane” areas is not allowed. Violators are subject to fines and towing. These roads are **not** a common area paid for and maintained by the Four Seasons HOA for use by all. You may find more information on our website at this address: <http://fourseasonshoa.net/privateroads.html>

Pet owners: Please remember to tidy up after your four-pawed friends when you walk in the neighborhood! In Washington County, it’s against the law to allow your dog to run at large. For you and your dog to be lawful, your dog must be restrained by a leash (7 feet long or less) or other physical control device, and under the control of someone physically capable of handling the dog.

HOA contact information

Note: If you need to contact the HOA by **phone**, please call our management company, AMS, at 503-598-0552.

President: Steve Geddie, president@fourseasonshoa.net

Vice President/Architectural :

Mark Schweitzer, Architectural Director, ArcDirector@fourseasonshoa.net

Architectural Committee: arccommittee@fourseasonshoa.net

Send ARC requests to Alex Carrizales, fourseasons@ams-nw.com. ARC form available [here](#).

Clubhouse: Robyn Berry, clubhouse@fourseasonshoa.net

Rental form: <https://sites.google.com/fourseasonshoa.net/clubhouserental>

(Clubhouse closed due to Covid-19)

Maintenance: Colby Anderson, maintenance@fourseasonshoa.net

Pool: Joanne Fish, pools@fourseasonshoa.net (Pool closed due to Covid-19)

Secretary: Virginia Scanlon, secretary@fourseasonshoa.net

Treasurer: Maksim Korolev, treasurer@fourseasonshoa.net

Communications: Mike Keiser, communications@fourseasonshoa.net

Volunteers/Four Seasons Assist: Judy Schweitzer, volunteers@fourseasonshoa.net

Four Seasons Sub-HOAs

Crystalbrook: Rae Henoach, president, crbpresident@crystalbrook.us

Summerville Square: Matt Wille, president, summervillesqtha+pres@gmail.com

The Villas: Beverly Noe, president, bevnoe1@comcast.net.

HOA website: fourseasonshoa.net **Beaverton Police non-emergency:** 503-629-0111

Covid-19 resources

City of Beaverton: <https://www.beavertonoregon.gov/2356/Novel-Coronavirus-COVID-19>

Washington County: <https://www.co.washington.or.us/HHS/CommunicableDiseases/covid-19.cfm>

Oregon Health & Science University: <https://www.ohsu.edu/health/coronavirus-resources>

Oregon Health Authority: <https://www.oregon.gov/oha/pages/index.aspx>

Center for Disease Control: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Hand-washing guidelines: <https://www.cdc.gov/handwashing/when-how-handwashing.html>

World Health Organization: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>