

Robin Meadows HOA Annual Meeting Minutes, Hillsboro OR

Date: August 24, 2025 **Time:** 4 PM **Place:** Grassy Area outside 3204

Attendees:

Board: Dan, Shawwna, Steve and Kathy

Guests: Sheryl R., Dennis and Melissa; Rodolfo A., Sergio G., Dan R., Carol R., Earl C, Randy M., William K.; Lee VD, Eric O.

Call to Order: 4:00 PM.

Online Proxies received for Quorum Only from: Nathan R.; Tuatupu; Dan C., Nicolas T., and Nancy GS, Linda H.

Proxies for Voting: Mike C. and Miyuki H.

A quorum of 21 was present at the Annual Meeting. The current board was introduced and stated that three positions were open.

2025 project updates:

1. **Roofing Project:** Completed. Bid out, hired, and completed roofing project with no out-of-pocket expense to homeowner. The project came in under budget. The previous bid was for \$1.3 million with a \$31,200, 20-year, 7% loan - this was avoided saving \$750,000 and no debt. A weekly update was sent out to keep every homeowner in the loop. The final bill still needs to be paid. All indications are that the project will be under budget by more than \$10,000.
2. **Small tree limb trimming:** A group of volunteers trimmed limbs away from homes and over roofs to prepare for roofing project. The estimated savings is at least \$15,000. | <http://www.robinmeadows.com/2025/06/tree-trimming-project-update-6-26-25/>
3. **Chip drop:** A small group of volunteers has been spreading wood chips in the flower beds around the neighborhood. Seven chip drop piles have been spread which is equivalent to 120 cu yards of chips. This is a savings of \$20,000 in material and thousands in labor costs. | <http://www.robinmeadows.com/2025/08/wood-chip-project-help-needed-8-2-2025/>
4. **Irrigation audit:** A board member has been auditing the sprinkler system. Have identified three major leaks that have been fixed and replaced dozens of sprinkler head and nozzles.

5. **New property management company** - Successfully transitioned to a new property management company. The change is saving over \$500 each month.
6. **New lawyer** – Transitioned to a new lawyer as many felt the old lawyer did not have the community's best interest in mind during the roofing project.
7. **New landscaping company** - For the same scope of work found a new landscaping company - New Life Landscaping which is based in Hillsboro. The new contract will save \$325 each month. They are expected to start in September.

2026 projects (budget dependent):

1. Trim overhanging branches over roofs, gutters, and sides of homes
2. Fascia and soffit painting on all replaced fascia and soffit that was replaced during roofing project
3. Gutter repair

Financial Report

The HOA has two budgets – the maintenance budget and the reserve budget. The maintenance budget is for monthly expenses such as landscaping, water, etc. The reserve budget is for large projects such as roofing, roads, etc.

According to the 2025 reserve study (which is available on RobinMeadows.com), the HOA is underfunded. Currently, on average for the last five years, \$150 of the monthly dues goes to the maintenance budget with the balance going towards reserves.

With the current wording of the CC&Rs, the HOA has to increase the dues a minimum of 20% each year to keep up with expenses and/or a special assessment will be necessary for large projects.

We can continue to raise the dues or change the CC&Rs. Changing the CC&Rs requires 75% of homeowners to agree on the change. Changes could include removing exterior maintenance from the HOA or creating a sub-HOA for the triplexes and duplex. The single-family homes would have not exterior maintenance, the triplex and duplex would still require exterior maintenance, but a sub-board and sub-reserve budget would be created with the homeowners of triplexes and duplex managing the reserve budget for exterior maintenance (roof, siding, gutters, fascia). All homes would still get gutter cleaning once a year, soft washing every four years, and moss out each year.

More information can be found at

<http://www.robinmeadows.com/2025/08/understanding-our-hoa-finances-and-future-obligations/> (pw: rmhoa)

Assets: \$254,772.47

Operating cash: \$38,004.11

Reserves: \$216,768.36

Monthly Income: \$12,168.58

Delinquent Accounts: 8 for \$5,190.64

Nominations for open director positions: Dan N. and Steve D. agreed to take two open positions. William K. agreed to take the remaining open position. No other names suggested. All agreed on as presented.

Open comments:

The suspected roof leak at 3129 was actually an issue with the air conditioning and not the roofing.

Shawwna A. thanked people for helping to make the roof project happen.

Randy M. stated his feelings about the lack of homeowner participation in the HOA board.

Approval of Last Meeting's Minutes: No minutes completed for 2024 annual meeting, Superior nor former board members had the notes.

Next Annual Meeting: One year from now.

Next Monthly HOA Meeting: Monday, September 8, 2025

Meeting adjourned: 4:30 PM

Minutes respectfully submitted by: Kathy N., Secretary