



Four Seasons

December 2011

Homeowners Association Newsletter

Please visit our website at www.fourseasonshoa.net – pictures of past events! Suggestions welcome!
Also, visit our new Facebook page: at <http://tinyurl.com/FSHOA-Pres>

Dec 17	Yard Debris Chipping & Collection Island at SW Glenbrook Rd– 10am–4pm
Jan 10	FSHOA Board of Directors Meeting Clubhouse – 7:00 pm

HOA Dues

Annual assessment notices will be mailed this month to all homeowners. Your payment of \$300 is due January 1, 2012 and considered late if not received by February 1, 2012. Please contact Susan Payne if you do not receive a notice or for further assistance.

Yoga at the Clubhouse

December yoga classes will be on the following dates: December 1, 8, 15, and 22. There will be no class on Thursday December 29. We'll continue with classes at 10 am and 6:30 pm. Questions - contact Dianne Perry dianneperry1966@comcast.net

MAINTENANCE COMMITTEE FORMING

Four Seasons HOA is seeking four or five residents who are willing to work as a committee to manage maintenance for the common areas of our neighborhood. The duties required of this committee involve: i. Managing service providers for landscaping, tree care, sidewalk maintenance, moss & debris removal, and junk boxes; ii. Responding to maintenance suggestions from residents; and iii. Providing quality control/inspection of services rendered by contractors. We expect that each member of the committee would spend less than 2 hours per month fulfilling these duties. No physical effort is required for this role, rather we expect part-time service providers and contractors will fulfill that need. Thank you in advance for stepping forward in the spirit of volunteerism. To express your interest, please contact Ralph Ebbutt at 503.482.7253 or ralphebbutt@gmail.com

The Board would like to begin communicating with each Four Seasons resident on line. Please send your email addresses along with your name and phone number to treasurer.fourseasons@comcast.net. Thank you!

Clubhouse Daily Fee Change

The daily non-refundable fee for use of the Clubhouse will change to \$20.00 effective January 1, 2012.

To reserve the clubhouse, please contact Ruby Bradley at 503-927-7607 or rubysbradley@yahoo.com. A \$20 non-refundable user fee and a \$50 refundable deposit is due when picking up the key. As a reminder, please sweep and mop the floors, take all your trash with you, and set the thermostat to 55°F upon leaving.

Sidewalk Repair Grant Program

You may be eligible for a 50% reimbursement for repairing or replacing your sidewalk through the Sidewalk Repair Grant Program. For More Information contact George Fetzer at 503-526-2270 or gfetzer@beavertonoregon.gov

Four Seasons Homeowners Association Annual Meeting Minutes December 7, 2011

The meeting was called to order at 7:01 pm by President Ralph Ebbutt.

Those in attendance were: Ralph Ebbutt, President; James Henshaw, Pool Director; Ruby Bradley, Clubhouse Director; Bob Bowles, Maintenance Chairman; Margo Russell, Secretary; Virginia Scanlon, Communications Director, with fifteen homeowners and special guest, James Monaghan from Monaghan's Landscape service.

The Four Seasons Homeowners Minutes for the Annual Meeting on December 1, 2010 were approved as printed in the December, 2010 Newsletter.

Treasurer's Annual Report

President Ralph Ebbutt presented the Annual Report prepared by Susan Payne, Treasurer announcing that there will be no change in Homeowner yearly dues.

**Treasurer's Report
Susan Payne, Treasurer**

**Four Seasons HOA
Treasurer's Report Jan-November 2011
Susan Payne, Treasurer**

	Jan-Nov 2011
Fees Received	
HOA Annual Fees	114,826.07
Pool Fees	12,725.00
Club House User Fees	400.00
Lien Fees reimbursed	330.63
Finance charge received	251.98
Interest Income, operating	133.93
Total Fees Received	\$128,667.61
Expenditures	
Architecture Committee	108.62
Clubhouse	3,548.56
Communications	1,934.55
General	4,592.71
Grounds Maintenance	35,822.93
Insurance	10,109
Pool	29,126.26
Social	1,589.10
Total Operating Expense	\$86,831.73
 Checking Account Balance	 \$ 4,005.62
Money Market Acct Balance	\$ 37,578.47
Reserves Account Balance	\$ 43,771.97
 Annual Fees to Reserves	 \$25,000.00
Reserves Interest	\$ 115.71
Reserves Expenditures YTD	\$ 14,799.76

Assessments as of 11/30/2011	2011	2010	2009
Full (383)	378	379	382
Partial	1	0	1
Unpaid	4	4	

An interest rate of 6% is being assessed on all delinquent accounts, plus reimbursement of lien fees filed with the county.

Call for Board Position Nominations

Candidate for the Clubhouse Director position is Ruby Bradley. No other Board Position nominations were made from the floor.

DIRECTOR REPORTS

**Architectural Report
Linda Beachell, Director**

November Approved Requests

5985 Glenbrook Rd.	Replace roof with Pabco paramount in Weathered Wood
15815 Village Lane	Park moving van in front of home
15665 Autumn Lane	Replace fence with 6' wood fence
15130 SW Wheaton Lane	Replace roof with CertainTeed Presidential in Shadow gray

There were 165 homeowner requests during 2011 which averages about 13 per month.

**Clubhouse Report
Ruby Bradley, Director**

The clubhouse was rented five times by members. The clubhouse was used five times for FSHOA business. Fees collected in November totaled \$25.00.

Signed contract with Morrison Hershfield for foundation work will meet with structural engineer Friday, December 9th at the clubhouse.

Walkway ramp to clubhouse is very slippery on some mornings. Diane Perry the yoga instructor fell last week. I purchased some rock salt for her to spread when she has her yoga class. Do we need to put non slip stripping on walkway?

It was determined that work was needed to be done in the clubhouse involving bathroom remodel, exterior painting, and structural repair. Amy Fullwiler began the process of getting bids.

In July Amy resigned her Clubhouse Director Position. In September, Ruby Bradley was appointed Clubhouse Director and continued the investigation of the remodel work needed in the clubhouse. An engineering review for the Clubhouse foundation was approved by the Board. A report is expected by the end of the year. The Clubhouse was used on an average of ten times a month.

**Maintenance Report
Bob Bowles, Interim Chair**

After volunteering to serve on the Maintenance Committee in early fall, I quickly found out that Four Seasons did not have a Maintenance Director so my report is only these services for the fourth quarter of 2011, reporting as chairman of the Maintenance Committee on actions taken subsequent to my Committee assuming the maintenance responsibilities for Four Seasons. A small Maintenance Crew of local teenagers was formed to do small maintenance items not included within the duties of the Landscape Maintenance Contractor. Our Board approved Monaghan Landscape Maintenance Inc. to accomplish landscape maintenance services and yard debris and chipping services. New contracts for 2012 were prepared for these services. With these two items taken care of, a budget was prepared for maintenance activities for 2012 which was submitted to and approved by the Board.

Maintenance actions taken this fall were the removal of low tree branches hitting automobiles and the removal of branches and shrub tops for better sign visibility at our entrances off Murray and Davis. The signs at both locations were repainted. Two lights bulbs were replaced and one new fixture with a brighter bulb placed at our Murray entrance which gave better sign visibility.

The sign on Village Lane at our west entrance near 160th was delaminating and had sections of rotting wood. That sign was removed and refurbished by a sign company and hopefully will last for several more years. It should be noted that all our major signs are old and deteriorating.

After reviewing the area's 25 or so common areas with our landscape contractor, a list of items for his crew to accomplish in the forthcoming months was prepared.

Since the fall weather was upon us, some maintenance projects could not be started but are noted for accomplishment in 2012. We have applied for and received a 50 percent shared grant from the City of Beaverton for sidewalk grinding. Approximately 20 areas of elevated sidewalk that exceed the ½ inch elevation limit will be ground. We have identified several sections of sidewalks in our common areas that need entire replacement of the concrete and it is my recommendation that we have an ongoing project a small amount of sidewalk repair to be accomplished each year over the next several years. I hope the sidewalk repair grant program from the City of Beaverton will again be available next year for assistance with our sidewalk replacement project.

The board approved funds for Northwest Tree Specialists to do Arborist work in our area. One of the very nice aspects of Four Seasons is our large number of magnificent trees. We have identified some of these

trees that need removal because they have died or are endangering homeowners' property, need thinning or dead branch removal to improve their longevity. In addition, stump grinding in several areas will be accomplished. The arborist work should begin on 19 December if the weather permits.

Our plans for 2012 include some early season bark dusting(less expensive at that time) of a few common areas that have not been bark dusted recently and are not on off our main high visibility streets. Additional bark dusting will be done next summer of the more visible areas as required. Our currently approved Reserve Study indicated 2012 as the year for repairs to the bridge off Cranberry Lane and this bridge will be inspected next spring. It is also anticipated some additional plantings will be made in early spring. I would like to have a plan for improvement of our creek, creek banks, and bridges prepared and approved this spring such that it can be implanted next summer. Creek enhancement is a complicated matter in that many government agencies have their finger in the pie with regard to allowing anything other than approved types of bank maintenance to be accomplished.

I would like to thank Mr. Duane Rice for his assistance on the Maintenance Committee and Mr. Mark Schwitzer for providing our Murray Street entrance holiday icicle lights.

If anyone would like to help with any aspect of maintenance such as with planning with regard to plantings or creek maintenance to please volunteer to serve on the Maintenance Committee.

2011 Maintenance activity involved keeping up the common areas, tree trimming and removal, yard debris collection, sidewalk repair/maintenance and sprinkler system repair.

In September George Leitch, Maintenance Director resigned his position. Bob Bowles was appointed Maintenance Chairman until the Director position is filled.

Monaghan's Landscape Service has continued to provide landscape services and yard debris collection at Four Seasons throughout 2011. The two Four Seasons entrance signs have been repaired and painted making them much more visible.

**Pool Report
James Henshaw, Director**

Pool fees received \$12,725.00. Pool operating cost \$29,126.26. Timers were added to pumps which will help reduce cost in the off season. New solar covers will be purchased at a cost of \$700.00

Committee Reports:

**Budget
Susan Payne, Treasurer**

Source of Income	
Interest Income	116.00
Finance Charge Back Dues	200.00
Club House User Fees	1,440.00
HOA Annual Fees	113,400.00
Lien Fees Reimbursed	120.00
Pool Fees	
Adult	1,725.00
Family	9,125.00
Initiation Fee	1,250.00
Total Pool Fees	12,100.00
Total Income	127,376.00
Expense	
ARCHITECTURE	300.00
CLUBHOUSE	
Utilities	2,500.00
Maintenance	2,400.00
Supplies	600.00
Total CLUBHOUSE	5,500.00
COMMUNICATIONS	3,360.00
GENERAL	
Admin	600.00
Bank Charge	36.00
Licenses and Permits	100.00
Garage Sale Expense	500.00
Legal & Accounting	4,800.00
Office Supplies	710.00
Postage	700.00
Taxes	150.00
Utilities	240.00
Total GENERAL	7,836.00
INSURANCE	11,000.00
MAINTENANCE	
Junk Box	1,600.00
Landscaping Contract	26,400.00
Landscaping-Other	9,600.00
Repairs & Maint	4,400.00
Yard Debris Box	5,610.00
Total MAINTENANCE	47,610.00
POOL	
Utilities	9,503.00

License	640.00
Payroll	13,396.84
Repairs & Maint	3,240.00
Supplies	5,400.00
Workers comp	550.00
Total POOL	32,729.84
SOCIAL	2,000.00
Total Expense	110,335.84
Net Cash Flow	17,040.16
Plus Cash surplus available	7,959.84
Less Annual Fees to Reserves	-25,000.00
Net Budgeted Cash Flow	0.00

**Social Committee
Lisa Helfrich**

So far we've had two fun events this year. July was the Summer BBQ. What a great turnout we had. As usual, we opened the pools up to all Four Season residents; Pool Monitors were on duty watching the pool crowd. We had approximately 150 people show up for the fun. We also had a great spread of food and drinks with so many people adding desserts and side dishes.

We had a pie baking contest which Mark Fullwiler won with his blueberry pie, it sure was tasty.

We also made an obstacle course with balloons; the kids really loved popping all the balloons at the end of the day.

Special thanks to the volunteers: James Henshaw, Christina and Barry Williams, Mark and Amy Fullwiler, Scott and Liz Sculczewski, Vicky Lucius, Margo Russell, Nancy McNary, Mary Bloechel and her daughter. I hope I didn't miss anyone; if I did thank you for the help.

In October we had our Halloween/Harvest Party. Only seven children (ages ranging from 1 to 8) with about twenty parents/partygoers attended. Thanks to Emily Fullwiler's party the night before, the clubhouse was decked out in the scariest, best Halloween décor every seen. Thanks to Amy and Mark for keeping most of it up for our party.

Due to lack of interest there is no winter party planned as of yet.

Total spent for this year's events \$1,441.28. To contact Lisa email her at lisahlfrch@yahoo.com

Election: Carolyn Palmer, Chairman

Thank you for the willingness of our friends and neighbors, who said, "yes," to our need for the voting process! It's a pleasure to connect with you.

Vicki Lucius began by addressing and stamping the envelopes. This labor of love saved the team LOTS of time.

For the "envelope stuffing" by name, they are: DeeAnn Carter, Lillian Lang, Helen Popa and Margaret Waldram.

Joan Corcoran graciously transported the finished envelopes to the post office.

For "ballot counting," they are: Judy Lewis and Fredia Gibson. Fredia has been my "right hand lady" for the past six years.

My great appreciation to you all,
Carolyn Palmer

UNFINISHED BUSINESS

Elections of Directors:

President, Ralph Ebbutt, announced the results of tonight's election. Congratulations to Ruby Bradley for her election to the Four Seasons Homeowners Board of Directors for a two-year term. She received 78 votes.

The position of Maintenance Director remains open.

New Business

Thank you! Words of Appreciation were shared with those who contribute to all the tasks that go into supporting our Homeowner's Association. THANK YOU to each of you for your participation.

Monaghan's Landscaping Service

Questions from residents were presented to Bob Bowles, Maintenance Chairman and James Monaghan from Monaghan's Landscaping service. Monaghan's Landscaping has provided service to Four Seasons for eight years. They will continue to provide services in 2012.

Several concerns were brought up: Ivy growing up tree trunks, poor drainage of pathway between top of Village Circle and Village Lane, exposed tree roots. These concerns will be investigated.

Bob Bowles invited residents to contact him if winter weather produces tree limbs and/or trees that fall down and need to be removed.

Expenditures Approved

Ralph Ebbutt, President announced that the following expenditures were approved:

- NW Tree Specialists will be providing tree maintenance for \$7500. Work will start mid December/2011.
- Mike's Electric will install timers on the pool pumps for \$711
- Morrison Hershfield has been contracted to conduct an engineering study on the Clubhouse for \$1250.

Holiday lights

Bob Bowles reported that the holiday lights at the entrance to Four Seasons from Murray Road were provided by Mark Schweitzer. Thank you Mark! And it was noted that the Four Seasons sign has been painted with 'Looks Good' comments.

ARCHITECTURE

The parking of boats, campers and recreational vehicles within the confines of Four Seasons is restricted by Article 10 of the covenants. Written requests must be submitted and approved by the Architectural Committee prior to parking the vehicle. City of Beaverton code prohibits the parking of vehicles with "For Sale" signs on any city street.

Any architectural changes, such as new roofing, painting, storm windows/doors, landscaping, tree removal, fencing, etc. need prior approval from the Architectural Committee before the project can begin. Mail plans or requests to Director of Architecture, Four Seasons Homeowners'

Association, PO Box 2105, Beaverton, OR 97075. Requests can also be sent via email to fourseasonsarch@msn.com. Please submit requests 3-4 weeks prior to the date work is to begin. All requests will receive a response.

Homeowners in Crystalbrook Homeowners Association should contact the Architectural Director for Crystalbrook Homeowners Association for architectural approval.

Homeowners in The Villas should contact the Architectural Director for The Villas Homeowners Association for architectural approval.

Four Seasons Homeowners' Association * PO Box 2105, Beaverton, OR 97075 *
www.fourseasonshoa.net

Beaverton Non-Emergency Non-Emergency Police # (503) 629-0111

President (Director)	Ralph Ebbutt	ralphebbutt@gmail.com	503-482-7253
Vice President (Director)			
Architectural (Director)	Linda Beachell	lbeachell@hotmail.com	503-469-1215
Architectural Committee	Wendy Chapman	fourseasonsarch@msn.com	
	Shelly Evans		
	Bob Nordstrom		
Clubhouse (Director)	Ruby Bradley	rubysbradley@yahoo.com	503-927-7607
Interim Maintenance Committee Chair	Robert Bowles	bowlesr1@frontier.com	503 350 1749
Pool (Director)	James Henshaw	James_Henshaw@corvel.com	971-732-6695
Secretary	Margo Russell	mlrgo@comcast.net	503-372-5696
Treasurer	Susan Payne	treasurer.fourseasons@comcast.net	503-784-1442
Communications Committee Chair	Virginia Scanlon	virginiascanlon@comcast.net	503-747-7218
Newsletter Editor/Website Manager	Virginia Scanlon	virginiascanlon@comcast.net	503-747-7218
Newsletter Distributor	Carolyn Palmer	dollygirlme@gmail.com	503-430-1937
Social Committee Chair	Lisa Helfrich	lisahlfrch@yahoo.com	503-890-4410

It is the responsibility of the homeowner to notify Four Seasons Homeowners' Association if the property has been sold. If the homeowner is renting the property, the homeowner's new address is needed by the Homeowner's Association. Please send all correspondence to FOUR SEASONS HOMEOWNERS' ASSOCIATION, PO Box 2105, Beaverton OR 97075

NEW HOMEOWNERS – who have moved into Four Seasons: please complete this registration form so that we may keep our records up to date. Mail to FOUR SEASONS HOMEOWNERS' ASSOCIATION, PO Box 2105, Beaverton, OR 97075.

RENTERS – Please do not respond, but send this notice to the homeowner if there has been a recent change in ownership.

Name _____

Address _____

Email _____

Telephone _____ Date you moved into Four Seasons _____

Prior Owner's Name _____

You may access the Four Seasons Homeowners Handbook online at www.fourseasonshoa.net.