

MINUTES
ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS
January 8th 2015

The Board meeting of the Association of Unit Owners of the West Oaks Condos was convened at the Market of Choice meeting room at 5:36pm by Kurt Powell of Willamette Community Management. Directors Denise Wells, Daniel Hough, Mary Fell, and Katie Lanker were present. Kurt Powell, Willamette Community Management was also present. 2 residents were also present. Owen Dell and Jeff Ard of Owen Dell and Assoc were present. Tyler Childers of RBC Wealth Management was also present.

Presentations: The Board reviewed a presentation by Tyler Childers on structured certificates of deposit and requested a list of CD's to review at the February meeting.

The Board reviewed a presentation by Owen Dell and Associates on creating a comprehensive landscaping plan moving forward. The Board requested references from Owen Dell on his work and will review the plan at the next meeting.

The Board reviewed a presentation by Dean Stephens, owner, on why he feels the association assessments should increase assessments significantly per his review of the reserve study.

Minutes: The Board **APPROVED** the minutes from December 11th 2014 with a motion made by Mary.

Officer Appointment: The Board **APPOINTED** Mary Fell to be Treasurer, Denise Wells to be Secretary, and Katie Lanker to be President with a motion made by Denise.

Meeting Times: The Board changed the next Board meeting dates to be Feb 19th 2015 and March 31st 2015 at 5:45pm.

Owner Forum: Mary Fell reported there was a pothole in the asphalt before you get to the West Oaks Condos. WCM will speak to the Grand Oaks Apartments about correcting this.

Denise Wells reported that there is another garage light flickering across from building G. WCM will contact ARMOR Contracting to change the bulb.

Financial Information: The Board **ACCEPTED** the financial reports for December 2014.

WCM Reports: WCM reported that the goat treatment of blackberries is on the schedule for June or July 2015.

WCM reported that the trash enclosure construction is roughly 4 weeks out at this time from Outdoor Fence.

WCM received two additional insurance quotes and noted that cancelling the current policy will result in a penalty of roughly \$2100. The Board **APPROVED** cancelling the policy in order to get a new policy from another insurance agent that's significantly cheaper.

WCM reported that Geotech Engineering has finished their analysis of the cracked slab floor in G103 and noted the following, which is an excerpt from their memo: "Based on our observations, we believe the distress to the unit was caused by heaving of the floor slab, due to the swelling of the soils underlying the building. The distress includes cracking and faulting along the control joint in the floor slab (i.e., the weakest part of the slab). The upward movement of the slab has resulted in cosmetic damage to the interior partition walls. The cracking in the ceiling above the control joint and the reported cracking in the unit above is likely due to the upward movement of the partition walls that are supported on the slab. Our observations outside the structure suggest little or no heaving or settlement of the perimeter foundation has occurred. The control joint in the floor slab appears to have served its purpose of isolating cracking to a specific location."

WCM is working to have the exterior cable boxes replaced in the next few months.

WCM reported that there are bolts currently installed in stair treads without washers, but that these treads are original to the complex and have not been moved, removed, or replaced at this time. As these stair treads are replaced for maintenance, washers and lock washers will be added to the treads.

WCM reported that ARMOR Contracting is completing repairs to the small trapezoidal retaining walls around the complex.

WCM reported on the pros and cons of having the Association purchase a unit in West Oaks to be used as investment property and potentially to be used as a location to host an onsite manager.

WCM gave the Board pricing for dog stations in the community. The Board **APPROVED** a motion to install two dog stations on site at location to be determined by the Board.

WCM will contact the current insurance agent to see what kind of money the Board would save if the association only insured the units from the studs out versus insuring all items financed under a mortgage as required by the Bylaws.

WCM reported that the moss appears to be growing on some of the north facing roof areas in the condominium. The Board **APPROVED** a motion to get quotes to perform the moss control on each of the buildings in West Oaks.

WCM reported that the garages are currently not scheduled to be painted until 2022, but that they were not painted as part of the construction defect restoration work a few years ago. They are in need of attention. The Board **APPROVED** a motion to have WCM get quotes for pressure washing the garages and potentially having them painted as well and have the Board review these quotes at the next meeting.

The Board **APPROVED** a motion to deny an appeal to waive late fees and interest from an owner who was behind in their assessments.

WCM reported that Morrison Hershfield has not been responsive to recent requests to perform the engineering for the direct vent fireplaces. The Board **APPROVED** a motion to hire another qualified vendor to complete the work.

The meeting adjourned at 8:36pm.