

**MINUTES**  
**ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS**  
**March 31st 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 5:46pm 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. Two owners were present.

**Minutes:** The Board **APPROVED** the minutes from February 19th 2015 with a motion made by Denise.

**Janitorial Contract:** The Board reviewed the current scope of work for the janitorial contract and requested changes to be made to the current specification for janitorial work and an updated quote for janitorial work from ARMOR Contracting.

**Landscape Contract:** The Board reviewed notes from the landscaper on a desire to perform re-seeding and top dressing to the turf areas. The Board requested a quote from the vendor.

The Board reviewed the landscape contract and requested WCM see about the possibility of having the landscaper cease using all blowers for the landscape maintenance.

**WCM Update:** Outdoor Fence of Salem will be installing the gate to the garbage enclosure on the 7th of April.

WCM spoke to Farmer's Insurance regarding two questions posed by the Board: Farmers noted that West Oaks would not save a significant amount on the yearly premium if the policies were changed and West Oaks only covered the building structures from the studs out. The Board requested this topic be set aside. Farmer's Insurance also noted they do not give deals for owners getting property coverage since the HOA uses Farmer's Insurance for the building coverage.

The power washing is complete at the condos. The Board requested a bid to pressure wash the steps leading to each landing as this was not included in the original scope of work.

The goat weed control is scheduled for late summer/fall for the common area brush on the north and west side of the property.

WCM hired Sprick Roofing based on the bid pricing as requested by the Board to perform moss treatment to the roof areas in West Oaks.

Work Unlimited has been hired to clean out the garbage enclosures/break down and pick up cardboard 5 days/week.

ARMOR has been hired to install the two remaining dog stations on site at West Oaks.

Shonnards has been hired to perform the irrigation renovation work to the community.

WCM received a quote for the financial review of the 2014 books and is requesting additional quotes for the Board to review at the next meeting.

The Board **DENIED** a request to hire a pest control vendor to spray for sugar ants in West Oaks. The Board requested WCM to speak to the owner to encourage them to use a household ant bait for the sugar ant control as recommended by a local pest company.

WCM is looking into the costs of astronomical timers to replace the photocells for the exterior lights when they go bad.

The Board chose not to hire any vendor at this time to create a design for direct venting of natural gas fireplaces in West Oaks. WCM is following up with the City of Corvallis to find out what process owners would need to follow should they want to install a direct vent fireplace and will pass this information along to the Board for a future discussion.

The Board reviewed a request from Benton County to host a community meeting for the round about being installed on West Hills Rd and 53rd Ave near West Oaks. Benton County has also approached the neighboring community - Grand Oaks. The Board declined the request and encourages owners to seek additional information to the City's flyers should they want more information.

**Reserves:** WCM presented an updated 5 year budget projection with the Board and reviewed the Reserves with the Board. The Board requested an update to the study be made with new allocations in the study based off removing some items within the study. The Board will review this study at a future Board meeting.

Mary noted that some sand bags have been left in front of building D for a long time. WCM will ask ARMOR to remove the bags.

Mary noted that some residents are still putting their trash on the area of dirt where the old small trash enclosure was. The Board requested WCM to put note on the sign next noting that dumping is not allowed.

The next meeting of the Board is April 23rd at 5:45pm at Market of Choice.

The meeting adjourned at 7:20pm.