

**West Oaks Condos HOA Board Meeting  
January 12, 2009**

**Attendance:** David Doughman, Brian B. Egan, Mary Fell, Doris Tirado, and Jane Wright – board members. Dave Stubbs and Steven Wagner of Willamette Community Management (DLS Associates) – property manager. Paul Franklin – owner.

**Owners Forum:** No concerns were shared.

**Approval of December Minutes:** Minutes were approved as posted on the website.

**Treasurer's Report:** Mary Fell, treasurer, reported that the bank statements reconciled.

**Property Manager's Report:** Dave reported that two accounts that have been in arrears have been caught up. Another unit (E203) is now in foreclosure, bringing the total to three. Nothing is being billed by our collection lawyers at this time, but they still have the earlier foreclosures in their "inactive" queue.

The no parking sign for the east garbage area is on hold.

**Parking Discussion:** There was a discussion on parking issues. There is a total of 180 spaces and garages in the complex. Through an easement agreement, the neighboring apartment building is allowed 15% of our spots, and we are allowed 15% of theirs. A possible solution to parking issues was drafted:

- A) Create a hanging tag with the reserved space number on it for each reserved non-garage parking space.
- B) Issue one tag to each owner or tenant.
- C) Tags must be displayed on the car while parked in the reserved spot.
- D) Untagged cars in reserved spots or cars in wrong spots are reported to Willamette Community Management (DLS Associates) by owner or space's tenant (as owners agent). WCM can then have the car towed.
- E) All owners are asked to use their reserved spots rather than unreserved spots.
- F) Towing signs will be posted at each entrance. Tenants/owners will be notified of the policy by email or letter.
- G) This draft will be posted on the website, and the next monthly statements bills will instruct owners and residents to review it. A final version will be crafted and approved at the February board meeting.

David Doughman made a motion to pass this draft and Doris Tirado seconded it. It was passed unanimously.

**Other Items Tabled:** Due to time constraints, all other items were tabled until the next meeting.

**Next Meeting:** February 9th.