

West Oaks Condos HOA Board Meeting August 9, 2011

Attendance: Brian B. Egan, Mary Fell, Jane Waite (née Wright), (Denise Wells and Doris Cancel-Tirado, absent) – board members. Kurt Powell (part of meeting) and Dave Stubbs of Willamette Community Management – property manager. Laura and Mark Minne, Ken Nitta, Robert Stevens, and Medora Tuck – homeowners. Mark Rose, project manager with Morrison-Hershfield consulting engineers.

Lawsuit Update: Mark Rose of Morrison-Hershfield (M-H) spoke about prioritizing repairs. He recommends targeted window repairs/replacement, followed by roof repairs (“crickets” and “dead valleys” – fairly easy), repairs to the bottoms of siding where it meets concrete flatwork, “belly band” and window flashing replacement, and lastly, exhaust (fan, dryer) vent replacement. He recommended delaying repairs to decks and front landings.

He discussed competitive pricing for contractors. He emphasized that this sort of repair is not an activity that typical contractors are experienced doing, and recommended finding a qualified specialist firm. Sean Gores Inc. does know the buildings and has done previous work during the lawsuit, and so is one possibility.

M-H can provide design and oversight services to help the HOA get the most effective repairs for its money. Their fee is approximately between 10% and 5% over the overall repair budget (smaller % of larger projects). They can produce a Rehabilitation Plan for under \$5,000, followed by a repair Design Package for \$15,000-20,000, assistance with reviewing contractor bids (\$5,000), and contractor oversight and consulting (~\$7,000-8,000 per month).

* Mark will prepare a bid for a full range of services and send it to Brian, who will distribute it to the board.

Approval of Minutes: The minutes from the July meeting were distributed, read, and approved.

Treasurer's Report: Mary Fell, Treasurer, reviewed the budget and reported that the bank account is reconciled.

Owner's Forum: Medora Tuck asked if the assessment surcharge will go away. Brian responded that this will be discussed and decided at the October budget meeting. (The 2011 assessment surcharge was established to repay the Reserve Fund for unexpected mold remediation and water damage repair from a broken pipe and to pay consultant and expert witness fees for the lawsuit. That surcharge will expire on December 31, 2011. The board may find it necessary to require a 2012 surcharge if the lawsuit proceeds do not cover urgent repairs.)

Property Manager's Report:

- Damage to drywall in G202 was caused by exterior leaks; this was reported to WCM in a timely manner. The board voted unanimously to fund the repairs.
- Financial Review has been finished and is available for review.
- Other WCM items were tabled until next meeting due to time constraints.

Decisions and Discussions:

- There were reports that some exterior gas lines were rusty. * Kurt will request NW Natural to inspect them (at no charge).
- The TruGreen bid for turf repair was not approved at this time in case equipment needs to move on the lawns during the post-lawsuit repairs.
- The Morrison-Hershfield and Hodgkinson Street (mediator) bills were both approved for payment.
- The owner of D101 requested that late fees and accrued interest for overdue assessments be waived because he did not know they were due. The board voted unanimously to waive the late fees because of email address confusion, but the interest would not be waived because the delinquency cost the HOA interest that could have been earned in the savings account.
- The person who damaged the Handicapped Parking sign refused to respond to demands for payment. After research with public records, the board voted unanimously to not pursue damage charges, but to have the Corvallis Police Department issue a Trespass order that prohibits the offender from entering the West Oaks Condos property under any circumstances.
- The board voted to pre-approve and expenditure of up to \$5,000 for Morrison-Hershfield to create a Rehabilitation Plan for post-lawsuit repairs.

Next Meeting: August 22nd is a possibility. Because the main purpose of the meeting is to discuss Morrison-Hershfield's proposal, a receipt date for the proposal must be established. Brian coordinate with M-H and work with the board to set and announce a firm date and place.