

**West Oaks Condos HOA Board Meeting  
October 18, 2012 (Rescheduled to November 5, 2012)  
Imagine Coffee (53<sup>rd</sup> and Philomath)**

**Call to Order**

Meeting called to order at 6:40 PM.

**Attendance**

Brian B. Egan, Denise Wells, Mary Fell, and Robert Stevens - Board Members; Kurt Powell of Willamette Community Management; Medora Stevens – Owner; Christopher Allen – Tenant/Owner's Representative

**Approval of Minutes**

The minutes from the September regular board meeting were approved.

**Treasurer's Report**

Mary reported that the accounts were reconciled.

**Owner's Forum**

- It was reported that there is a drainage problem by Building 'A' along Grand Oaks Drive.
- A question was raised about irrigation costs.

**Community Manager's Report** (Kurt)

- One delinquent account at Vial Fotheringham. A second delinquent owner will have a reminder letter sent.
- Charlie's Towing continues to not be available at all times. Board agrees that Kurt can find a new company to provide towing services. The towing company will provide new signs.
- An owner asked that the Association post a reminder of parking rules on doors. Kurt is not in favor of only a parking rules door hanger. The Board decides not to do a door hanger given that most people will probably ignore the information on their doors.
- Kurt and Dave did extensive investigation into the water bill increases in Building 'I'. The investigation found that a toilet flapper malfunctioning caused the increase in the water bill. Kurt will put a notice in the next statement to remind owners to replace their toilet flapper(s).
- Kurt said the weed spraying outside Building 'E' is done, but he has not checked to see if it has worked.
- An assault outside Building 'C' by a non-resident is being handled by the Corvallis Police and is under active investigation.

**Construction Project Update**

- Building 'H' is going to be starting soon. SGC is aiming to try to finish by the end of the year, but probably will be finished at the end of January 2013. Phase 1 is mostly done and Phase 2 is well underway. Phase 3 has now been started.
- Brian and Mary continue to approve change orders as they come in and have not found any that were not reasonable and needed approval of entire Board.
- A unit in Buildings 'D' and 'E' with out of scope repairs have been, or almost are, finished.
- There are several window sash failures that have caused less energy efficiency, but no problem with water intrusions. Given that there is no issue with water intrusion, the cost for replacement would be borne by the unit owner. Kurt will investigate window sash failures and let owners know in the remaining buildings to be repaired if they want to pay for new windows.

**Discussion, Decision, and Information Items**

- A request was submitted for a new satellite pole outside of Building 'D'. Board approved the request.
- Board approved Kurt zeroing out the construction defect balance and moving CD reserve allocations to regular reserves.
- The balcony regulation resolution was emailed out to Board members, but discussion was tabled until the next meeting.
- Kurt did a line-by-line review of the draft budget for 2013 and the numbers he filled in. Board agreed with Kurt on line items except for the following. Board agrees to add the following figures to budget: \$5,000 for a reserve study, \$1,000 for legal services, \$10,000 for custodian services, \$1,000 for landscape treatment, \$4,000 for landscape repair, \$745 for irrigation management and repair, \$1,500 landscape improvements, \$2,000 for water – irrigation, \$325 for misc landscape, \$7,200 for electricity, \$30,000 for water/sewer, \$3,000 for building repairs, \$31,750 for reserve allocations, and \$680 for garage reserve allocations.

- LED and Photocell potential installation was tabled until 2013.

**Next Meeting**

The next Regular Board Meeting will be held on November 15, 2012 at the Market of Choice Community Room (9<sup>th</sup> and Circle). The Annual Meeting will be held prior to the November 15<sup>th</sup> meeting.

**Adjournment**

Meeting was adjourned at 8:12 PM.