

Columbia Point Condominiums

Homeowner's Association

MINUTES

September 22, 2011

BOARD MEETING

Meeting Location: 233 N. Hayden Bay Drive, Portland OR 97217

Board Members Present: Mike Bandy, Julie Wright, Jeff Warila

Board Members Absent: Ellen Seminora, Dean Irvin

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1. **6:37 PM: OPENING OF MEETING:**

Tree Removal Discussion: There were questions and concerns voiced by a homeowner regarding the upcoming removal of the main trees along the front parking lot sidewalks. Questions were answered by Board members. It was explained that this was a long process of about two years leading up to the decision for this necessary work. The large trees were not a good choice for this area according to arborists that looked at the situation. The roots have done significant damage to the sidewalk and sprinkler lines in the area.

Additional Projects: There was brief discussion of the trees to be removed, sidewalks to be repaired/replaced, sprinkler system repairs, power washing, lot striping, painting of railings and the moving of vehicles during some of the work. The property manager is to mail out a flyer to homeowners notifying them of upcoming projects.

Minutes provided from the last board meeting: August 25, 2011

There was a motion passed to accept the minutes as presented.

2. **FINANCIAL REPORTING AND REVIEW:**

REPORTS OF OFFICERS AND PROPERTY MANAGER

The Treasurer was not in attendance and the President, Mike Cruisern briefly reported on the current funds of the Association.

Financial Reporting

Current Funds Available as of 8-31-11:

\$ 44,157.58	General Operating Account
\$ 217,490.36	Reserve Money Market Account
\$ 42,722.60	Construction Defect Account (Reserve)

Homeowner Directory (provided with current balances)

Report from Property Manager:

The property manager reported on current delinquencies and provided copies of warning letters to these owners. If homeowners do not respond with payments or a payment plan then their accounts will be turned over to the law firm for collection.

The property manager gave an update on a couple of follow up issues from the last meeting. There is a pest control contract in place with "Bug A Boo Pest Control" through December of this year. The property manager also provided a proposal from Carlson Roofing who had originally installed the roofing. The proposal was for a comprehensive annual cleaning, preventive maintenance agreement.

Report from Property Manager:

The property manager asked Board members and those in attendance whether or not there should be a working capital charge to new owners upon purchase of their unit. A copy of the applicable section in the bylaws was provided by the property manager. The bylaws information clarified that a working capital fee was charged when the very first units were sold for the very first time. This situation no longer applies as all the original unit sales occurred many years ago and does not apply to current sales. So there was a motion passed to not charge any type of working capital fee as units are currently sold.

3. REPORTS OF OFFICERS / COMMITTEES:

Finance Committee:

There was brief discussion of the need for the Board and finance committee to begin preparing a budget for next year in the months of October and November.

4. UNFINISHED BUSINESS AND NEW BUSINESS:

Exterior Issues and Projects:

Discussion and any update of the many projects to be done in the weeks and months ahead. These projects were discussed in the open forum at the start of the meeting. There was a motion passed to have Jon Bake Construction do the stair rail painting with the cost not to exceed \$10,000. There was a motion passed for Rain City Striping to do their project with cost not to exceed \$2,700. There was a motion passed for Snugs Power Washing to do their project with cost not to exceed \$2,000

Gutter Cleaning: The issue of cleaning the gutters was tabled at this time. Gutter Cleaning bids have been gathered but the timeline of whether to clean now or after the leaves fall this winter is the main consideration.

Dryer Vent Cleaning: The property manager is to get an estimate for the dryer vent cleaning for the necessary budgeting of this project.

Pool Closure: There was general consensus that the pool should be closed on September 26th and a sign posted at the gate.

5. Next Board Meeting, Thursday, October 20th, 2011, 6:30 PM.

**** ADJOURNMENT: 7:55 PM**

**Respectfully Submitted,
Tim Benintendi
Affinity Group Inc.
Property Manager, Broker**