

PRESENT: Andrew Horlacher, Chairman, Victoria Cooper, Secretary, Richard Job, Treasurer
Paul McElhiney, Director, Jeri Pietzold, Director

BY INVITATION: Jed Spera, Community Manager CMCA, CAMP, AMS
Ross Holtry, Community Administrator
COMMUNITY MANAGEMENT, INC. AAMC
Owners as listed on the sign-in sheet.

I. CALL TO ORDER

The meeting was called to order at 6:30 PM by Andrew Horlacher.

II. APPROVAL OF MINUTES

The Board reviewed the minutes from September 5, 2013.

AGREED

Without objection, the meeting minutes from September 5, 2013 were approved.

III. ASSOCIATION WEBSITE DEMONSTRATION

Jed Spera provided a demonstration of the Association's website and how homeowners and the Board can effectively utilize the site.

IV. MANAGER'S STATUS REPORT

Jed Spera provided his status report on items needing no decision from the Board.

V. TREASURER'S REPORT

Richard Job noted that he had met with Jed Spera and had gone over the financial report for September with the Community Manager.

VI. NEW BUSINESS

1. Lighting at building 5

The Board discussed the lack of lighting at Building 5 and the previous decision of the Board to proceed with adding light. CMI was just made aware that this process had not been completed in June when it was approved and is soliciting additional bids for the Board to consider.

Additionally, it was noted that Willamette had already dug the trench needed for the wiring to the potential new light fixture.

2. Vial Fotheringham Resolution Drafting

Jed Spera reported that Vial Fotheringham had agreed to perform the drafting of the Collection Resolution, Rules Enforcement Resolution and Insurance Resolution at a total cost of \$800.

AGREED

Without objection, the Board approved moving forward with the drafting of the above noted resolutions by Vial Fotheringham.

3. 14619 Mold Investigation

The Board reviewed a request by the owner of 14619 for a further mold investigation in their unit. CMI submitted proposals for a mold investigation. Discussion followed regarding this request, including information provided by the owner of the unit, who was in attendance at the meeting.

AGREED

Without objection, the Board approved a proposal by Mold Investigators LLC for a mold investigation in the unit at a cost of \$375 with the condition that if no mold is found, then the owner of the unit shall pay for the investigation.

4. ARC & Satellite Dish Policy Review

The Board reviewed the Architectural Review and Satellite Dish policy as drafted by CMI and presented at the September Board meeting. The Board discussed the process for submitting an architectural review application and the guidelines for installing a satellite dish.

AGREED

Without objection, the Architectural Review and Satellite Dish Policy was approved.

5. Garbage Collection Policy Review

The Board reviewed the Garbage Collection Policy submitted by CMI at the September meeting. The Board discussed the fine for leaving garbage and agreed that the fine should be increased to \$150 per occurrence.

AGREED

Without objection, the Garbage Collection Policy was approved as amended.

VII. NEW BUSINESS

1. Gutter Cleaning Proposals

Jed Spera submitted bids for the gutter cleaning at Murray Park. Discussion followed regarding the bids.

AGREED

Without objection, the proposal submitted by Association Cleaning Solutions in the amount of \$3,125 was approved. The Board asked that CMI ensure that the cleaning would not be performed via blowing out the gutters to ensure leaves were not left at the landscaping and that the ladders would be properly padded to ensure it did not chip the paint.

2. Landscape Contract Renewal

The Board reviewed a one-year extension for landscape services by Willamette Landscape. The Board discussed the performance by Willamette Landscape and that they will be putting this service out to bid next year.

AGREED

Without objection, the Board agreed to the one year extension of services.

3. 2014 Reserve Study

The Board discussed the 2014 Draft Reserve Study as submitted by Schwindt & Co.

AGREED

Without objection, the 2014 Reserve Study was approved as amended.

4. 2014 Proposed Budget

Jed Spera submitted the draft 2014 budget. The budget represented a 1.4% increase in fees. Notable changes included an increase in water/sewer costs, plumbing maintenance costs, and insurance costs. Jed Spera reviewed each line item with the Board and homeowners that were present.

AGREED

Without objection, the 2014 budget was approved as submitted.

VIII. CONFIRM NEXT MEETING DATE

AGREED

The Board will meet on December 12, 2013 to review the insurance proposals and resolutions prepared by Vial Fotheringham.

IX. OPEN FORUM

Items discussed during the open forum included rules enforcement, landscaping, and lighting concerns.

X. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:35 PM.