

Minutes of the McNary Highlands Condominium Board of Directors meeting held on June 19, 2012 at 6:30pm at Mt. Park Recreation Center 2 Mountain Jefferson Terrace, Lake Oswego, OR 97035

Present: Chris Sutton, Chairperson
Ann Condon, Secretary
Molly French, Treasurer
Glen Miller, Director

Absent: Connie Wilbanks, Director

Owners Present: Ken Sutton
Pat Segar
Bill Barnes

I. Call to Order

The meeting was called to order at 6:30 pm.

II. Owners Forum

- a. Pat expressed concern about dogs using the planted island parkway closest to Building 2 rather than designated areas. Requested a sign be placed in the island.
- b. Glen Miller expressed need for no trespassing sign
- c. Ann Condon raised concern over the deteriorating condition of the non-slip material on the stairs. It was agreed to check with CMI as to what options are available.

III. Approval or Amendment of Agenda

Chris Sutton approved the agenda as presented

IV. Approval of May 23rd Meeting Minutes

The Board discussed the minutes from the previous Board Meeting:

Agreed: Glen Miller moved approval of the May 23, 2012 meeting minutes. The motion was seconded and carried without objection. Molly French abstained as she was absent from that meeting.

V. New Business

a. Leak Detection and Water Usage

The board discussed the \$100 rebate draft letter for plumbing repairs sent to us by Joel on 6/15/12 provided the last sentence in the second to the last paragraph is modified.

Agreed: Ann Condon moved approval of the letter pending changes. The motion was seconded and passed. Molly French abstained.

The Board discussed the fact that additional information was needed on what was driving water/sewer costs.

Tabled: Further water usage actions

b. Entrance Way signs

Repainting of entrance way and private property signs was discussed using the color layout described in the 6/19/12 board packet. (The Wood Carver bid was approved at the 5/23/12 meeting and was just pending approval of the color layout).

Agreed: Molly French moved the approval of the colors as submitted. The motion was seconded and passed without objection.

c. Building Repairs

The Board discussed the Sean Gores Construction Contract.

Agreed: Ann Condon moved acceptance of the Sean Gores Contract in the amount of \$17,890 and authorization for Glen Miller to approve additional costs within reason. The motion was seconded and passed without objection

d. Seal Coat Repairs

The Board reviewed/discussed bids for Seal Coat Repairs

Agreed: Molly French moved to accept the Affordable Asphalt Company proposal in the amount of \$11,729.18. The motion was seconded and passed without objection.

e. Dryer Vent Cleaning

The Board reviewed/discussed bids for dryer vent cleaning.

Agreed: Glen Miller moved to accept the Alpha Ecological Cleaning bid in the amount of \$1,102. The motion was seconded and passed without objection.

f. Fire Lane Stenciling

The Board determined that needed to confirm what minimum requirements are. Ken Sutton will follow up.

g. Pressure Washing

Ken and Glenn will look at each area with issues and recommend action.

Tabled: Safe sidewalk bid

h. Long Term Landscaping

Board discussed that there was \$8.5k left in the Long Term Landscaping line items for 2012 in the Reserve Study. It was agreed to allocate the balance as follows: \$3,500 to the entry and islands and \$5,000 to tree removal.

VI. New Business

a. Rule violations

The Board discussed that the owners of Unit 806 are parking behind their garage and are in violation of the House Rule stating that "Cars must be parked in garage or designated parking stall or house rules for fines and towing will be enforced". There was also discussion regarding Window replacement work that had been done on this unit.

Agreed: Molly French moved that the Board authorize Joel to draft a letter to the owners of Unit 806 regarding the above violation and informing the owners that their letter requesting an exception to the House Rule was denied. The letter is to also include notice of Window installation violation: "Owner must submit documentation from contractor that installation was done according to specifications posted by board on website, or apply to board directly for approval of installation".

b. Website Maintenance

Topic tabled

c. High efficiency Toilets

Board was given information about high efficiency toilets by Jodi Neriah, a renter in unit 505.

d. Building 5 parking issue

Board heard complaints about lack of parking spaces for building 5 owners. Agreed: Glen Miller moved that CMI to send a letter to remind all residents in bldg #5 that they need to park at least one car in garage and no more than one in the parking slots, per house rules. The motion was seconded and passed unanimously

VII. Adjournment

Meeting adjourned at 9:03pm

Minutes submitted by Ann Condon, Secretary (start of meeting through item V. f. and Molly French Treasurer (V.g. to end of meeting)