

## **Tanglewood Hills HOA Meeting May 25, 2006**

Meeting called to order at 7:01pm

Present:

Babe O'Sullivan  
Debby Dearden  
Ingrid Gevers  
Joe Grandy  
Lauranell Scarfo

Also present: 7 members, and the property management team from NWCM

### **I. Introductions from NW Community Management Company**

- a. Introduction of management team: Kim Atchison as property manager, and point of contact between Babe and Kim, Marci is assistant to Kim, and Wes Finchum, is Executive Manager.
- b. Transition/ Welcome Letter
  - \* They are in contact with our contractors (landscapers, pool, etc.), as well as getting bids for mailboxes, pool gate lock, dryer vents, etc.
  - \* Welcome letter goes out next week.
  - \* They will pick up files from Excelsior next week.

### **II. Updates**

- a. There was a sewer backup in one of units that ended up involving three units. We were under the impression that the sewer system was camera scoped approximately 2 years ago. Excelsior said that it was ok and that only minimal repair was necessary. There is about \$35,000 worth of work needed to the sewer as it involves approx. 250 feet of sewer line. Kim will locate the site map from Excelsior's files, and the invoices that were billed to the HOA. The member who had the problem was here to speak to us about the history of the problem. Debby will follow up with this owner to be sure that her place is cleaned properly, and the sewer line fixed as soon as possible. Rolland is working with Apollo to come up with a solution, and we will get bids for the work needed.
- b. We received a letter of complaint from the Mt. Park HOA. Apparently a letter was sent to Excelsior in March, but was not forwarded to the board. Their complaints are that our property distracts from the value as a high-class residential district. They refer to the condition of the buildings, the paint, algae on decks, and the landscaping, as well as the types of items stored on owners decks. Babe will attend the next Mt. Park meeting to address this directly with the Mt. Park HOA Board. Greg Coxey will be present to explain the limitations of what we can do to improve the property because of our litigation. However, we are cleaning up areas as much as we can, and will continue to do that to the

best of our ability within the limits of litigation.

- c. Debby has not received the financials yet. However, she reports that things have been pretty stable except for the recent plumbing problem.
- d. The amended claim has for the lawsuit was filed. Attorneys for Ben Stutz are scheduled to review documents at Excelsior.

### **III. Committee Reports**

- a. Rules and regulations - Greg Coxey reviewed the proposed enforcement policy and parking rules. He will modify the enforcement policy and get it back to us next week. He made some minor edits to the parking policy.
- b. We had a discussion about how to handle abandoned cars, and cars parked in assigned spots, who to call, how to handle it and towing policy, etc.
- c. We had a discussion about requiring the insulation of hardwood floors in upstairs units when flooring is changed. Greg Coxey was consulted, and said that we are able to impose this rule from here forward. If as member does soundproof, or has already soundproofed he asks that they supply proof documentation for the litigation.
- d. We had yet another long discussion concerning dogs and dog waste. Members are concerned about being discriminated against. We explained the rules. These rules are laws of the city of Lake Oswego, as well as Mt. Park. We must enforce the law. Fines will have to be imposed, as there are owners who ignore their neighbors' requests and the board's requests to adhere to the law of keeping pets leashed and picking up after their dog.
- e. Landscape – irrigation system is still being tested and repairs/adjustments made. Nearly all the restoration has been completed; shrubs, tree planting, and seeding done.
- f. Architectural Review – Kim is working on creating an inventory of satellite dish placement, and decks that were added to units, and other built- ons. Greg Coxey is also checking the by- laws with regard to upkeep and repair of lower decks. We have talked to the maintenance company to do some gentle cleaning of the stairs and facial boards of decks, as power washing will take off paint.
- g. We need volunteers to check the chlorine levels in the pool every four hours. Luranell will take lead on putting up signs and recruiting volunteers.
- h. We need some help getting a newsletter put together each month. We need content, editors, and someone to create a template for it and put it together each month.

Debby moved to adjourn the meeting at 8:40pm.