

## **GLENWOOD PLACE HOA BOARD MEETING MINUTES**

**Date/Time: 6/10/24**

**Summerplace Clubhouse, Klickitat Room**

**OPENING:** Judy opened meeting and roll was called.

**ROLL CALL;** Board Members Present: Judy Evans (Chair), Marcia Andri (Landscaping), Bernadette Lockmanese (Maintenance), Anne Crockatt (Secretary), Ashleigh Norment (Treasurer)

**RESIDENTS ATTENDING:** Pamela Takasaki, Jan Clark, Nancy Earl, Sunni Walton Bob Dragoon, Nancy Stathas, Toni Omura, Kathy Caricchio, Tama October, Carol Hunt, Nancy Kearney, Kathy Okay, Shirley Shay, Teresa Hosler, Bobbi Pincetich

### **MINUTES OF PREVIOUS MEETING APPROVED**

#### **BOARD REPORTS:**

Chair, Judy Evans, no report submitted  
Landscaping, Marcia Andri, see attached  
Maintenance, Marcia Andri, see attached  
Maintenance, Bernadette Lockmanese, see attached  
Treasurer, Ashleigh Norment, see attached

#### **Bank Balances:**

- Onpoint Operating Account \$ 30,851.35
- Onpoint Savings Account \$ \$ 100.20

#### **Reserves:**

- Home Street Money Market \$ 464.08
- Umpqua CD 1 \$110,361.00
- Umpqua CD 2 \$160,917.26

#### **COMMITTEE REPORTS:**

**Safety Committee:** Kathy Caricchio reported that awnings above decks affect the way day/night bulbs work. It is still probably best to contact Roger Flint for installation of on/off fixture.

Disposal of florescent bulbs is all owners' responsibility.

**Recycling Committee:** Jan Clark. Recycling Committee now informational only since recycling guidelines have changed again. She is checking with Waste

Management to determine their clear plastic policy and will put out flyers with information when determined.

EV Committee: Bob Dragoon, Written report submitted. EV Committee is no longer researching new PGE meters for each garage with an EV. Now researching proposals for a Level 3 charging station in the parking lot of Glenwood Place.

### **UNFINISHED BUSINESS:**

Excess income resolution has been updated for 2024 and will be voted on at the annual meeting in November.

Exterior change applications have been received from Kochs and Shea  
Kochs request to add lattice behind the railing of their deck to protect their small dog denied. Clear plexiglass is the only material that can be used for this purpose. Shea installing new windows. Any owner installing new windows will need to have the lenthil at the top of the window checked for needed repairs. This may or may not be done by the window installer, but is the responsibility of the owner.

Water damage repairs for Units 40, 16 and 124 are scheduled.

Cost for construction and installation of EV charging station to be brought to June meeting.

Nancy Van Rooy hearing follow-up discussed. Nancy has informed Ashleigh that her dog is in training and is doing well. Kelsie Maria reported of another "bumping" by Sydney this morning. It was stated by Marcia and Anne that this matter is basically a civil matter and should not be decided by the Board. Anne recommended that Judy talk to Bob Pineo, ARC Chairman, about Summerplace' handling of a similar dog problem.

Deck inspection will be scheduled after this Board meeting. Deck membranes will be checked, as well as weight of pots on decks.

Work continues Glenwood web page. Ashleigh explained the costs involved, which can be charged to the office supplies budget. Marcia moved; Bernadette seconded. All voted in favor.

Updating of by-laws to reflect current Oregon laws has been put on hold temporarily.

## **NEW BUSINESS:**

Anne to check with Summerplace office about scheduling Annual Budget meeting in the first week of October.

There will be two board positions opening at the end of the year: Judy's and Anne's. Judy will run again. Anne will not. Applications should be received by our July meeting.

Summerplace is scheduling a garage sale on August 3. If we decide to schedule a Glenwood garage sale on the same day, it is only to be done by strictly following our estate sale guidelines. A flyer will be made up and posted with Nancy Earl's phone number.

MEETING ADJOURNED 11:20.

Respectfully submitted,  
Anne Crockatt, Secretary

**ADDITIONAL INFORMATION FOR RESIDENTS:**

**PREVIOUS MEETING MINUTES LOCATED IN BINDER IN THE LIBRARY.  
NEXT MONTHLY HOA BOARD MEETING WILL BE ON June 14, 2024.  
VOLUNTEERS ARE ALWAYS WELCOME.**

## Landscaping Report - 6/14/24

- East & West has done trimming, weed control, removed dead trees and plant material.
- We had a solenoid failure in the sprinkler at the corner of building 6, that could not not be detected by the Wi-Fi and had to be manually shut off. If Marcia is not available text Lance 503-849-3319 or Diego 503-8497896
- Discussed Sierra Northwest's performance with Dean Pruet, Summerplace landscaping.

### Landscaping Plans for the balance of 2024

- Mid-Season irrigation review is planned for the end of June. East & West will submit a contract proposal for 2025.
- Jaime Sierra, president of Sierra Northwest will attend the 8/9 board to address questions.
- SaveATree is recommending that the Doug Fir and Big Leaf Maples receive a subsurface injection of nutrients and kelp to aid in root system development and storm/excessive summer heat recovery. Should Be done in June, \$1,121.
- SaveATree is recommending two Douglas fir trees need to have multiple hanging branches and storm damaged limbs removed. Remove the leaning Alaska cedar located at the southwest corner of building #7 and the damaged limb from the birch tree located near building #21. Planned for August, \$3,278.
- Four Photinia will be planted along the back wall to fill in where others died. Planned for October, \$520.

## Maintenance Report - 6/14/2024

- Pressure Washing - Met with Sierra Northwest and Hydro Power Wash to clean 9 trash areas, 6 garage side walls and 8 entry side walls. The only areas that will be cleaned have heavy moss and dirt buildup. **We have \$2,000 in the budget for power washing.** Getting a separate quote to clean the high ridge areas of the back of building 8, which has moss buildup. Plants would need to be removed from decks, this would be planned for next March.
- Deck Inspections - 16 decks were reviewed on 6/8, only one has a minor issue where screws that had been in place have pulled out of the brick on unit 15. This should be scheduled for when the deck for unit 12 is being fixed. An additional 24 units are scheduled for deck inspections on 6/13. We do need to discuss Mini split/HVAC painting.
- Brick Repair - S&R Construction submitted a quote to repair brick and mortar issues in 5 buildings and to replace a top brick on the front wall for \$1,450, **Schedule for July.** A separate quote is being submitted to correct wall issues near the back entrance.
- Chimney Repair - Oregon Chimney submitted a quote to **repair 4** chimneys and water seal which should give us 10 years before repairs should be needed to be done again - \$3,950. Oregon Chimney needs 50%, \$1,975 to schedule. **Schedule for July**
- Chimney Inspection - After reviewing the location of the chimneys that need repair, it is noted that buildings along the back drive are experiencing more issues, which is due to the wind and weather conditions the area experiences. It is recommended that the building in that area have chimneys site inspected this year for a cost of \$85 per chimney by Oregon Chimney (20 chimneys x \$85 - \$1,700) After inspection, we would then be able to get a quote to repair and water seal those chimneys for 2025 budget planning and plan to inspections for additional chimneys. **Schedule for August.**

### Going Forward & Balance of 2024

- Squirrel prevention - Work needs to be done in August or September to close off the opening in building 5 & 6 to prevent squirrels from entering the attic space.
- Entry Cleaning - Bill Cave submitted a list of 15 electrical receptacles that need to be replaced in entry areas. The list was sent to Gary Hall to schedule replacements.
- Obtain quotes for 2025 budgets - pressure washing, pest control, brick & chimney repair, entry carpet cleaning.

Marcia Andri

## June Facilities Report – 06/10/2024

### **Building 2, Unit 12:**

Deck repair - This is from December, 2023. Study was done and it will be approximately \$3325-\$580p/0

### **Building 2, Unit 16:**

Fran Johnson had water damage resulting from roof leaks which affected two of her kitchen cabinets. This had been reported numerous times over the last three years. We inspected the area with Fran and assuming mold has accumulated behind these cabinets we obtained the following estimates:

#### **Charter Estimate.**

We received an estimate, replacing all her kitchen cabinets, and mitigating mold issues. Charter Construction rebid on just rebuilding two cabinets, using existing cabinet doors and address mold on walls and ceiling.

**\$9,664.16**

#### **City Home Improvement.**

They will build two cabinets to size, and install existing Cabinet doors, They will examine the wall in different places for mold, Mold remediation is not included in their estimate, Their total for the two new cabinets and finish to match all existing, **\$4,345.**

#### **Pressure Release Valve:**

##### **Wolcott:**

After researching an AVR from Bill Byrne regarding water leaking from outside of Bldg. 4, we have discovered high pressure from the pressure release valve. We had Wolcott check all the buildings pressure release valves for water pressure, finding many that need to be replaced. Their estimate for the first five buildings:

**\$23,500.00**

This works out at **\$4,700,00** per unit.

##### **Lovett Plumbing:**

Lovett, requires Alpha Location to come and mark where all the pressure release valve are located.

Alpha approx. estimate: **\$2,000.00.**

I did receive a verbal estimate from Lovett in the amount of **\$8,000.00** per unit to replace low pressure valves.

I would like to receive a third estimate, but need to wait for my return to work on this.

**Apollo Plumbing:**

Five areas of concern and submitted an estimate of **\$21,876.80**.

Their quote also had additional preparations included and addressed the fact of Oregon code and inspecting, which may need to be done. This was not discussed with the other bids which will be additional costs but very important.

This is a big issue and needs further discussion. As for Bill Byrne per his email to the board, I suggest he proceed with replacing the valve on his water heater and if we must replace that valve before the project is completed so be it.

**Building 12 Unit 86:**

Alan Levy has been reporting an annoying continuous water noise from the down pipe located in the rear of his unit. Gary reached out to the Gutter people and had this corrected.

Mr. Levy, would like permission to install two new down spots in the front of his building, and he is willing to pay for this himself. I disagree with this request, so the Board will need to send Mr. Levy a letter informing him he cannot make these changes.

**Water Valve Replacements:**

Bldg. 9/ Unit 63

Bldg. 9/ Unit 64

Bldg. 13/ Unit 96

Bldg. 15/ Unit 107

Lovett - \$386.40 ea. (\$1545.57 quoted 4/9/24)

Wolcott-

Apollo – \$300-\$400 ea.

**Roof Replacement Schedule from Sawtooth as of May, 2024**

Bad condition: Bldgs. 16, 17, 18, 19

Good Condition: Bldgs. 5, 6, 11, 12, 13, 14, 15, 20 and 21

Bernadette Lockmanese

## Treasurer's Report – 06/10/2024

We are missing 3 payments from the month of May. Invoices have been sent to two homeowners and the 3rd homeowner had a problem with the bank handling the autopay.

I need to check back with that homeowner and get the May payment in hand.

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### **Units for Sale:**

- #4
- #26
- #96

Unit 58 will be going on the market in the near future

### **Financial Projection:**

We have begun work on financial projection for the remainder of 2024 and at this point it looks like we will be within budget with room for unforeseen circumstances.