

New Columbia Owners Association Meeting  
Owners Association Minutes  
February 26, 2013

Attendees:

Owners Association

Tom Brenneke  
Molly Rodgers  
Chad O'Lynn

Guests

Matthew Fullen, GRES  
Lori Nicholson, GRES  
Sgt. Phil Blanchard, PPB  
Ofc. Louis Parry, PPB  
Mina Szkooy, Tru Green  
Rob Hamick, Tru Green  
Sarah Lappin, Attorney Vial

Membership

Caren Cox  
Steve Pickering  
Janis Khorsi  
Marcia Knutson

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

**Preliminary discussion:** Introduction of Matthew Fullen as main contact for association business from this point on for the New Columbia Owner's Association. He will be assisted by Amanda Clark of Guardian.

**I. Review of November 27, 2012 Minutes**

Comment: Corrections to Minutes in Section VII, second to last sentence. (One proposal is to reduce/eliminate low income rental units). The word eliminated was not used, strike from minutes.

Updates from November Minutes:

1. Status of boarded up house on Adriatic. The house is no longer boarded up. HOA past due assessments have been collected.
2. Exterior Lighting:

Blocks 20, 22, 23 and 24 have been worked on for the past 2 weeks. At 9554 N Woolsey the power quality from the grid was tested and came back clean. Field Electrician has inspected and has redone all wire connections to panel, making all repairs as needed.

Amp and Voltage tests being done and will be completed next week.

Question: Hudson Street, there are 3 lights out there. Matthew explained there is a sample diagnosis going on to see what the problem is.

Is there any agreement with Walsh as to financial responsibility? When we have cause, then we assess responsibility of payment for repairs. Bob Beauchmin, President of BC Group will attend May meeting.

The assumption is, by looking at these three blocks, we can find out what the problem is.

Tom Brenneke discussed statute of limitations on the Lighting Contractor regarding the installation of the lighting. We will check to see if this is a construction defect.

Tom Brenneke to contact contractor and review lighting issue. Will advise Sarah Lappin with Vial Fotheringham.

**Motion:** Tom initiated approval of the minutes, Molly seconded, and Chad provided the final approval on the minutes

**Action:** The May 29, 2012 minutes were approved

## II. Review of Collections Process

Sarah Lappin, Attorney with Vial Fotheringham, has been with New Columbia for 5 ½ years.

Packets from Vial passed out. Vial has done well with collections. Regarding collection history, Vial has collected 50% to 100% on the dollar.

Sarah Lappin from Vial Fotheringham suggested the use of owner information sheets. The sheet will have contact information on home owners. The information would assist in collection of past due assessments. Sarah suggested assessing a \$5.00 per day penalty for owners that have received and not filled out and turned in the owner information sheet.

Board would vote to implement this form. Sarah Lappin quoted a cost of about \$500.00 for Vial Fotheringham to prepare the information sheet. Chad O'Lynn agreed the form is a good idea. He states he wants the form as he has no way of contacting home owners.

Per Tom Brenneke, Matthew Fullen can start to implement. Vial Fotheringham to amend HOA rules to include the owner information sheet, along with any penalties for not completing and submitting the form.

Question: What is the best way to get home owners to fill out the form? It was suggested, home owners can fill out the form while paying their assessments in the New Columbia leasing office. Matthew Fullen can also figure a way to get the forms out to the home owners.

Foreclosures: Past due accounts. With respect to association foreclosures, Tom Brenneke asked for 3 or 4 samples of lien process. We should be in touch with the realtor to get those assessments paid and give an opportunity to settle.

### III. True Green Landscaping Update – Mina Szkoyn

Account Manager Mina Szkoyn reviewed the current ongoing projects including moss treatment, alley way and parking lots sweeping, edging beds and bed work.

Upcoming landscaping projects discussed include Irrigation clocks. Hydropoint clocks to be installed. Mina Szkoyn from TruGreen described how the hydropoint system works and that they can access the system to get reports on water usage and other relevant information.

Mathew Fullen asks if the new clocks will save water. Rob Hamick answers yes. ROI is less than 3 years on water. Caren Cox speaks regarding drainage in swamp areas, speaks of capping heads. Mina states the area always has wet spots due to double watering.

The installation of the hydropoint system will commence March 1, 2013 and will be complete by March 31, 2013. Tom Brenneke wants stats on water usage at the end of the season. Tom asks Matthew Fullen to give invoices for water to TruGreen.

Tom Brenneke: About the grass condition and the color. TruGreen states monitor may be too granular.

Question from Tom: When does the grass look best? TruGreen states grass looks best in June. Aeration and thatching - TruGreen, kids do more damage to turf. Tru Green will handle all thatching.

Discussion turns to pruning – Can TruGreen accommodate the personal preference of a home owner when pruning tree, bushes and flowers? TruGreen states: it would be difficult but it can be done. There would have to be notes of some sort for each home owner.

One owner made a complaint about the tree that was cut in her backyard. Homeowner had a photo of the tree and states: Her yard is private property and not common area and the landscaping crew should not have entered her yard. Rob Hamick from Tru Green offers his apologies and says he will rectify the situation by planting another tree in her yard if needed. Steve Pickering : We need to make sure Tru Green knows the difference between common areas and private property.

#### **IV. Portland Police Update**

Sargent Phil Blanchard of the Portland Police Bureau introduces himself and Officer Louis Parry. Blanchard informs the Board about his recent move to the Neighborhood Response Team.

New Columbia will have an onsite parole and probation office opening in April 2013. The office will be located where the current PPB unit is on N Newman Ave. The sign will read Parole and Probation.

Tru Green to check on mud build-up at the unit. Parole and Probation will have the ability to do UA's on suspected parolees if needed but will not use this location for required UA's.

PPB will begin showing more presence at New Columbia. Will have officers out on horseback. PPB visibility will increase. Officer Parry states, it's been quiet at New Columbia, no major issues. Tom Brenneke and Matthew Fullen to discuss security activities at New Columbia.

There will be reserve officers out at New Columbia. 20 hours per month, that is in addition to the regular offices that are on the property. The officers that are assigned are Matt Huspeck and Dave McCarthy. They were not able to attend tonight's meeting but will attend the May meeting.

Chad O'Lynn suggested having all 4 officers on duty at the same time. PPB to coordinate officers with security service.

## **V. Architectural Review Committee Update – Chad O’Lynn**

Question: Is there a way we can make everyone happy, which home owners flower bed not to prune or attend? Chad regarding destroying someone’s flower bed. Chad recommends that he and Tru Green meet to go over flower beds. To be done by May. TruGreen is told to exercise caution when working with flower beds.

## **VI. Community survey – Chad O’Lynn**

Chad got 10 responses from the survey, a disappointing number. Tom Brenneke: How many email addresses of the home owners do we have. Answer: Matthew Fullen a very low amount. Tom states we need to get the Home Owners information sheet for existing owners. Survey outreach will continue.

## **VII. Financial Overview**

### Financial Report 2012

First page Matthew reviews. Tom Brenneke wanted to know if we were over budget or under NOI. Matthew explained line items and how he arrived at the NOI listed and stated bad debt was subtracted.

Tom Brenneke didn’t like the report format. Tom to look at January’s report and give feedback to Matthew. Matthew reviews January’s report.

Chad O’Lynn regarding Junk Away: We need to look into what we can do about junk dumping. We are over budget by \$600.00.

The meeting was adjourned at approximately 8:02 pm.