

NCOA Meeting Minutes
August 24, 2010

Attendees:

<u>Board</u>	<u>Guests</u>	<u>Membership</u>
Ben Wickham	Darcy Vincent, GRES	Marcia Knutson
Caren Cox	Jim Pritchard, Village Market	Janis Khorsi
Tom Brenneke	Amber Baker, Janis Youth	Steve Pickering
	Charles Robertson, Resident/Volunteer	

Meeting was called to order at 6:15P by Tom B.

Tom B. asked for the May Meeting Minutes to be reviewed and approved. Ben noted that the future minutes should have a place for the Secretary to sign following approval.

Action: Darcy V. will provide signature lines for future Board Meeting Minutes

Ben W. moved to approve the May Board Minutes, Tom B. seconded.

Action: Unanimously approved.

Jim Pritchard introduced himself as the Store Director of the Village Market. He informed the Board that his position was to help with inventory and systems set up and that a General Manager would be hired to operate the store after the opening projected to be first quarter of 2011. We toured the store and received brochures which explained that fresh produce, dairy products, baked goods, frozen meats, and some convenience items would be sold as well as prepared lunch options and coffee. The hours of operation will be from 7A-10P. The Grocery Store Committee would appreciate any assistance owners would like to provide.

Darcy V. reviewed the second quarter financial statements and provided an update on collections which had significantly improved over the first quarter. Association is underbudgeted for onsite security costs because service level was increased due to violent incidents earlier in the summer. Expectation is that savings on water and landscaping costs will cover the security cost deficit.

Ben W. and Darcy V. provided a Property Review which included an update on safety measures:

- HAP and the City have funded an increase in police presence from two officers to four officers which provides for community police presence 7 days a week.
- Security patrol has been increased to seven days per week.
- Portland Parks and Recreation is allowing New Columbia exclusions to be applicable to McCoy Park.
- NC Staff and Security Patrol have been "deputized" to serve exclusions to individuals who are in violation of the property rules in McCoy Park.

Darcy V. also mentioned that the police substation will likely relocate closer to the park on Newman Avenue. Marcia K. reminded Darcy that the bus stop on Fessenden was still a "hot spot" for behavior problems. Caren recommended that Association and TriMet should meet and attempt to find some remedy for the ongoing problems experienced at the Fessenden kiosks.

Darcy V. reviewed the current irrigation policy which included night watering in two minute cycles five days per week. Caren C. mentioned that there were still some soggy areas which were being over watered.

Action: Darcy V. would follow up with TruGreen on over watered areas.

Ben explained the large “heritage” trees in the community are not protected by the City’s Heritage Tree regulations. Originally HAP and City of Portland agreed that these large trees would be protected by HAP for a 5 year period. That 5 year period has expired and management of the trees will be one of the responsibilities of the Association through the landscaper’s arborist. Recently the arborist was responsible for pruning of some of these trees. Darcy V. also discussed the outcomes of a meeting that she and Ben W. had with TruGreen regarding tree trimming. The following protocol will be used going forward:

- All Owners will be notified by the Arborist 7-10 days in advance that tree trimming will be taking place on or around Owner’s property.
- 72 hours in advance, Property Management will notify Owner and request permission to enter any yards where there is a risk of debris falling and back yard access may be needed for clean up.
- If Owner grants access permission, trimming will take place according to schedule. If permission is not received the tree will not be trimmed and Property Management will try to contact the owner by phone or email.
- A door hanger will be left on the homes of any yards where back yards were entered.

Action: Darcy V. will post this protocol on the website.

It was additionally noted that a long-term plan should be developed for those trees, planted on community property, which were originally planted too close to buildings.

Action: Darcy will meet with TruGreen to develop a plan for treatment or removal of trees planted too close to buildings.

Ben W. notified the Board that there were scattered parcels of common area space including sidewalks and green space which had previously been owned by the Housing Authority of Portland and were recently deeded to the New Columbia Owner’s Association. HAP transferred ownership of these parcels, which had been used as common areas for the community, to the Association in 2009 but did not notify the Association of the transfer. The Association has received a property tax statement for taxes on these transferred parcels. This will now constitute an asset of the Association and need to be recorded on the balance sheet at its market value. The real estate taxes for 2009 will need to be paid (\$700).

Action: Ben W. will forward the legal descriptions of the property to Darcy V. She will have them assessed to determine value and the balance sheet will be changed to reflect the asset.

Darcy V. will process the current year bill for payment prior to November 15, 2010.

Ben W. will appeal the taxes, because HAP properties are tax exempt. He will request a refund for the 2009 taxes and an abatement going forward and report back to the Board on his progress.

Darcy V. provided copies of the reserve study that was conducted in 2007. It was explained that the reserve fund is not currently being funded. All agreed that this was a serious matter that would be addressed with a proposed solution at the next Board Meeting on November 16, 2010.

A final version of the Enforcement Resolution for Fines Implementation was presented to the Board. Ben W. moved to adopt the Resolution to be effective September 1, 2010. Caren C. seconded.

Action: Unanimously approved.

Darcy V. shared with the board the dissolution of HOST Development, Inc. and assured the Owners that this had no impact on the association.

Since the date for the November Association meeting falls near a holiday, the Board decided the next quarterly Board Meeting would be held on November 16, 2010.

Other housekeeping issues were discussed:

Darcy V. agreed to send statements electronically to any homeowners that requested them.

Janis K. made Darcy V. aware that the No Parking sign on Adriatic and Haven had been pulled over

Caren C. requested more graffiti solvent

Tom B. suggested that Google Analytics be added to the website

Meeting was adjourned at 8:00P

Tom Brenneke, President

Date

Ben Wickham, Secretary

Date