

NCOA Meeting Minutes
September 19, 2011

Attendees:

Board

Molly Rogers
Caren Cox
Tom Brenneke

Guests

Darcy Vincent, GRES
Vicki Ezell, Portsmouth Neighborhood
Angela Wagon, ONI
Ofc. Michael Schmerber, Police

Membership

Slobasan Radosevic
Doug Dean
Ginean McIntosh
Stacey Noem
Tom Baffrey
Robert Martinez
Marcia Knutson
Shanda Justice
Juan Luna
Eca-Etabo Wasongalo
Lapeux Rhodes
Janis Khorsi

Meeting was called to order at 6:17P by Tom B.

Tom B. welcomed the membership and introduced Molly Rogers, Asst. Director of Asset Management for Home Forward (formally Housing Authority of Portland or HAP). Molly will be the new HAP appointee to the Board of Directors and act in the capacity of Secretary and Treasurer. Molly gave a short professional bio which included experience on the Board of Directors for Center Commons. This property is smaller than New Columbia but is a mixed use project that houses condo owners and low-income renters. Darcy V. reviewed the minutes from the May 2011 Board Meeting. Caren C. moved to accept the minutes. Tom B. seconded.

Action: May 24, 2011 meeting Minutes were approved unanimously.

Vicki E. introduced herself as a member of the Portsmouth Neighborhood Association (PNA). She wanted to make the membership aware that New Columbia was within the boundaries of the Portsmouth Neighborhood and that she was hoping to have more New Columbia residents involved with the larger community. She explained the PNA Board meets in the Community Education Center (CEC) at New Columbia every third Tuesday of the month at 6:00PM and invites New Columbia residents to attend. She passed out flyers talking about the neighborhood and upcoming events including a dumpster Day on October 16th. Caren C suggested we coordinate our New Columbia Fall Clean Up event to be the same day. Darcy V. said she would try to schedule it.

ACTION: Darcy V. will research and (if possible) schedule community clean ups on the same day.

Angela W. with the Office of Neighborhood Involvement (ONI) presented a report showing the calls that had generated a police report through August 31, 2011 within New Columbia boundaries. Officer Schmerber reported he is posting similar information on the TWITTER page. Caren C. asked if this

information could be made available on the website. Darcy V. will work with ONI to get an updated report on line. Officer Mike Schmerber reminded the members that the police were available to meet on site the third Wednesday of every month in the CEC and Angela encouraged people to get involved in Neighborhood Watch. Darcy V. reminded the group that summer security patrol had ended and that there would be no more patrols until winter break beginning December 19, 2011. Residents need to call police non-emergency or 911 to report policing issues in the community.

Action: Darcy V. will post the call procedures for after hours emergencies in the October newsletter.

Darcy V. followed up on a previous Board discussion investigating the cost of adding security cameras to common areas for surveillance. The cost of wireless cameras for remote video is cost prohibitive. The addition of cameras in the two mid-rise buildings which could be fed into the existing system was a more reasonable addition (cost would be responsibility of those mid-rise building owners – not the Association), but did not help for exterior events.

Landscaping Update: Darcy V. commented on the number of single family front common green spaces/yards that had broad leaf weeds in them and noted the locations with houses that had requested to be on the “no spray” list. She was concerned about curb appeal and the weeds spreading between yards. Caren C mentioned receiving complaints about weeds from owner who are not on the No Spray list, but have weeds percolate into their area from a No Spray location. The membership asked about the chemicals used and how long after application it was safe for children and pets. There was also discussion around providing notification to residents the week before spraying was to occur, Caren C reminded this is already supposed to occur but generally does not. . Property Management recommends eliminating the “no spray” list in exchange for improved communication regarding spraying chemicals and schedule. Group discussed option of, if No Spray list continued participation would require annual renewal and owner would be responsible for weeding the area that went unsprayed.

Action: Darcy V. will reach out to residents that are on the “no spray” list with information regarding the chemical composition and possible reactions and request their permission to resume spraying. Results will be reported to the Board in November.

Recent pruning activities by TruGreen have generated many inquiries and complaints to Property Management. Darcy V. shared the pruning guidelines being used by TruGreen for determining front yard tree trimming – which are based on city (recommendation or codes?). The city (recommends or requires trees be limbed to 1) 8’ off the ground OR 2) until no more than 1/3 of the tree is trunk. There were individual complaints about shrubs and bushes being trimmed. Darcy V. said if the membership would report specific issues to her, she would review them with TruGreen and report back to the resident. Darcy V. will post a schedule of trees to be trimmed between now and the end of October on the website. Darcy V. stated for the minutes that Property Management’s request to remove the Sycamore tree located at 9344 N. Haven had been denied by the City of Portland. She further stated that future requests for Sycamore removal would likely be denied by the city as they are very protective of these “heritage trees”. Caren C. noted that the pavers have been removed again around this tree. Darcy V. said she would get them repaired or replaced.

ACTION: Darcy V will post pruning schedule on website and have damaged pathway repaired.

Darcy V. distributed the financial review completed by Schwindt and Company to the Board members. The report will be posted to the website or could be distributed via email to anyone else requesting a copy. Darcy V. pointed out the funding of the Replacement Reserve Account and the Operating Reserve Account from the settlement agreement reached with HAP in December of 2010. Darcy V. then reviewed the financial performance year to date and explained variances from the budget forecast. Darcy V. then reviewed collection on debt written off to Bad Debt and the amounts collected by Vial Fotheringham. Attorneys have recovered \$5,400 of bad debt recovered in the first 8 months of 2011 and that 6 owners were able to make payments to bring their accounts current and are regularly paying dues now. Caren C commented on how successful the monthly billing statements sent by Guardian have been. Since the monthly billing process has been initiated the number of homeowners who get into an arrears situation has dramatically decreased. Member asked about getting the monthly statement via email and Darcy V. advised there is a process/form to initiate the email invoicing. Darcy V. asked the Board's permission to engage Schwindt and Company to perform an annual update to the Reserve Study at a cost of \$750. This amount was budgeted for this purpose. The proposal was reviewed by Tom B. and Caren C and authorized.

Action: Darcy V. will engage Schwindt and Co. to update the Reserve Study by November 1, 2011.

Darcy V. led a discussion regarding the reduced dues assessments for Affordable Housing Lots in New Columbia. Notice had been sent to each owner of an Affordable Housing unit requesting owners provide tax returns or paystubs to demonstrate that the household income did not exceed 60% of the Area Median Income (AMI). Only 20 percent of the affordable homeowners had responded to requests for recertification of income. Darcy V. will be mailing notice to the owners who did not provide the required proof of income advising their dues will increase to the full monthly amount of \$67.00 effective November 2, 2011.

There was some discussion among the membership as to how an owner could have their dues reduced. The reduced dues were a result of a Deed Restriction that is tied to a specific house that was originally sold to a **Qualified Household**. That **Qualified Household** is defined as having combined household income of less than 60 percent of AMI. There will be no new lots designated as Affordable. Anyone who believes they purchased one of the homes with the Affordable Home deed restriction would need to produce a copy of the deed to Property Management for verification of that status.

Action: Darcy V will send dues increase notices on October 1, 2011 to affordable dues owners who that did not recertify, that their reduced dues will increased from \$40 to \$67 effective November 1, 2011.

Darcy V. confirmed for the Board and members that the Real Estate Taxes on the common area parcels would be abated. The city has changed the designation on their tax records and a refund of \$2,800 has been received for tax payments made for prior years 2008-2010.

Tom B. asked for member discussion. Meeting was adjourned at 7:50PM.

Tom Brenneke, President

Date

Molly Rogers, Secretary

Date