

Willamette Towers Board Meeting

Meeting TUESDAY, January 17th , 2023, 5:00pm via ZOOM

Board Members

Hal Dillon
Clyde Horn
Cody York

BMC Personnel

Diane Sollinger
Dave Saraceno

Owners

Bill, Barb & Richard Bomball
Rick Lowen
Giny Landgren
Griffin Hsu
Jerry Hsu

Call to order: 5:05 PM

Agenda Approval - Amended Unanimous approval

Previous Meeting Minutes Approval: : Unanimous approval.

Treasurer's Report:

Month ending December 31, 2022

Operating (aka: Trust or Checking) Account Summary

Beginning Cash Balance	[12/01/2022]	\$2,159
Ending Cash Balance	[12/31/2022]	\$59,112

Budget – Comparative

1. Month-to-Date Actual		
Total Operating Income		\$20,774
Total Operating Expense		(\$20,409)
2. Year-to-Date Actual		
Total Operating Income		\$243,390
Total Operating Expense		(\$233,399)
3.53% below budget for 2022		

Notable Expenditures

- | | | |
|--|--------------|------------|
| • J Riser Plumbing Replace | (Acc# 5837): | (\$22,520) |
| • Fire Testing & Unit 206 Turnover | (Acc# 5090): | (\$3,199) |
| • 1 st Quarter Elevator Maintenance | (Acc# 5092): | (\$2,786) |

Reserve Account Summary

Opening Balance [12/01/2022]	\$550,296
Contributions	\$19,681
Withdrawals	(\$76,010)
Change in Value	\$12
Closing Balance [12/31/2022]	\$493,979

Notes:

- | | |
|-----------------------------|-----------|
| • Primary Reserve balance: | \$258,666 |
| • Plumbing Reserve balance: | \$235,313 |

Move to Accept Treasurer's report - Clyde moved, Cody 2nd Unanimous approval

Owner's Forum Bill B. asked about if the Association has purchased a CD to earn interest on unused monies. Hal has not yet done that - will bring up at Annual meeting as part of his report. Jerry and Griffin Hsu appealed the noise nuisance fine for his unit. The noise reported by the owner below happened while the apartment was vacant so it is not them. Board Voted to forgive fine and continue to investigate. Bill B asked about possible fire hazard in new bike room with electric bikes and battery charging - We can research this while construction is going on and easily remove electricity access if necessary.

Committee Reports

MMRC - No Jesse = no report. Diane mentioned that the drywall to enclose the pipes will be completed late this week.

Safety - nothing to report.

Green - Bike room will require some construction to make it ready for bikes, Board moved to pay for up to \$1000 for needed materials and labor. Giny mentioned the availability of refillable personal care products at "BHUMI" located next to Cafe Yumm in the Meridian Building. Also two local reuse-repurpose online options: "Buy Nothing." & "Next Door" sites allow for swapping/donating goods.

Old Business:

Annual Meeting details to be worked out at later meeting.

Clyde moved, Hal 2nd to purchase building insurance from AmFam.- unanimous.
Hal moved, Clyde 2nd to order replacement valve (\$2200) now for boiler per recommendation and have it ready for use when the noisy bearing on the current pump gives out. Unanimous. Valves (\$400) may also need replacement but are locally available on short notice.

1307 Lease changes as asked for are mostly agreeable, Diane will modify lease offer and send it to Realtor for forwarding to client.

Next Meeting: TBD - will consult via email to set date and time. Later in January or very early in February.

Adjourned at 5:49 PM

Willamette Towers Annual Owner's Meeting

Meeting THURSDAY, February 23rd, 2023, 6:00pm via Zoom

Board Members

Clyde Horn
Hal Dillon
Jesse Fittipaldi
David Igl

BMC Personnel

Diane Sollinger
Dave Saraceno

Owners

Roll and proxy count completed
Initial count of 39 proxies and 13 attending = 52 = quorum.

Call to order 6:02 PM

Proof of Meeting Notice – Email sent to all owners, signs up in building common areas, Meeting notices hand delivered to doors, multiple later email solicitations of proxy completion and submission.

2022 Minutes Approval: Last year the Association voted to have the Board approve the annual meeting minutes on the behalf of the owners so that an approved copy of the minutes could be sent to owners and posted on the WT website in a more timely manner.

President's Report:

Things we did this past year in semi chronological order:

- Put 1307 and 1309 up for rent. *Had some interest shown but took a while to get a lessee.*
- Announced Annual Meeting for February
- Paid required building insurance policy fees.
- Tried to have the meeting but couldn't get a quorum. Announced a SECOND Annual Meeting.
- Had Annual Meeting. Elected Cody York, and David Igl to their 2-year terms.
- Officers were selected at organizational meeting. *Clyde – Pres., Hal – Treas, Cody – Sec. David & Jesse – at large members.*
- Bought upgraded trash can for East door and moved the old one to the South door.
- Dish and local provider proposed installing wireless repeaters on the roof – we declined as building would have to be modified.
- State COVID restrictions loosened, so we established a 30-day minimum rental stay as OK.
- Added more lighting to the lower Garage.
- Updated Towing policy. *Recently got new towing company,*
- 1309 leased to Mia Bella, *We paid part of fees for electrical and plumbing updates.*
- Had our "Founding Documents" evaluated for discriminatory language as is now required – per lawyers, we are fine as of current case law.
- Electrical panels in 1307 and 09 will be updated with current equipment - *eventually.*

- Mia Bella 1311 lease renewed.
- Plumbing project begins with the 06 kitchens, "J-riser"
- Garage deck sealing coat added. - *Was delayed due to COVID*
- Updated our Reserve Study with CPA firm.
- Bike Storage plans discussed - *With lease on reduced 1307 space accepted, Bike Room now has a definite location and is being worked on current budget is \$1,500*
- Garage exit gates updated with safer technology.
- Decided to NOT have windows washed this year as White Glove just can't get to us. We will be on their early list for the Spring 23.
- Flood insurance bill is \$1500 less this year and is paid.
- South Elevator was repaired
- 1311 Mia Bella piping connection was updated *[we/they paid 50/50]*
- Raised move-in/out fee to \$250 per resident's suggestion.
- Budget Committee met and next year's budget allows there to be NO RAISE IN HOA FEES

Treasurer's Financial Report:

- Operating INCOME
 - o HOA Dues (Assessment) \$196,928
 - o Rental (commercial) \$31,378
 - o Other (laundry, utility reimbursement, late fees, other) \$15,269
 - TOTAL \$243,575**
- Reserve INCOME (HOA Dues)
 - o Primary Reserve \$90,036
 - o Plumbing Reserve \$107,948
 - TOTAL: \$197,984**
- **TOTAL Assessment Income \$394,912**

2022 Operating Fund EXPENSES:

- Gate Maintenance \$6,837
- Storm water \$2,700
- Water \$12,172
- Sewer \$12,613
- Electricity \$14,954
- Natural Gas \$8,472
- Property Insurance \$26,822
- General Maintenance \$1,617
- Maintenance supplies \$8,040
- Maintenance Contract \$19,035
- Elevator Maintenance \$13,608
- Garbage \$4,569
- Phone, Bldg Entry System \$5,012

- Professional fees \$2,166
- Site & Admin. Manage \$79,478
- Office and supplies \$2,587
- Taxes and Licenses \$9,657
- Grounds Contract \$3,230
- **TOTAL \$233,569**

We were 3.46% below our Operating Budget in 2022. We did not raise the HOA dues for 2023.

Committee Reports:

MMRC -

Cost report for J riser Project:

Direct costs are associated with the individual riser.

Indirect costs are associated with the project as a whole and should be for the most part spent.

Total	Direct Actual	Direct Budget	Indirect Actual	Indirect Budget
\$107,062	\$87,047	\$57,230	\$20,015	\$35,000

Additional Costs not budgeted for that increased actual:

Electrical for moving lights

Pipe support and hangers

Some costs of materials will be used on the next riser, hangers, fire caulk, leftover pipe.

Learning. We should see an increase in efficiency on the next risers as there isn't as much thinking.

Opportunities to save on the next riser:

Investigate location of riser without moving electrical

Combine risers

Evaluate support and hanger design at the floor

Support and hanger structure installed by framer, rather than plumber

Review pipe size, possibility to decrease pipe sizing

Security & Technology - Nothing much happened this year due to money constraints. The Garage lighting update is all. The fence project to erect 3-4' chain-link with slats along East wall of upper deck and 1 - 8' chain-link fence across the East end of our "alley" and an 8' decorative fence across the West end with a man-gate would be approximately \$18,000.

Green Committee -

- We schedule ongoing monthly meetings, second Tuesday at 4:00, and currently have seven members (Gini, Dorothy, Esther, LaDonna, Hal, Toshiko and myself.) We hope to move our meetings to the office, and welcome visitors.
- Scheduled a walk-around, identifying building needs.
- Coordinated the planting of native pollinators in the lawn area. Thank you, Tina and Jesse.
- Invited Advanced Energy Systems to explore the installation of solar panels.
- Brought BRING in for a consultation to identify additional environmentally positive practices.
- Initiated changing all landscaping to non-chemical inputs and asked for water monitoring.
- Lawn chairs and tables were purchased and are being used according to policies.
- Initiated the removal of ghost bikes from bike rack.
- Secured inside bicycle parking in the building, which is nearing completion. Thank you, John and Dave.
- The diseased elm tree was replaced with a European Hornbeam, which Dave has been watering. At our request, WT made a donation to Friends of Trees.
- All recycling signs were updated.
- Continue to research and encourage the development EV charging stations.
- Advocated successfully for the designation of space in the upper lot.

Election of new Board Members [2- 2 year terms] Alex Howe and 2 current members volunteered, re-elected. Jesse Fittipaldi and Hal Dillon.

Old Business:

New Business: Voted to allow the Board to approve these minutes like last year.
- *unanimous.*

Adjourned at 7:10 PM

Willamette Towers Board Meeting

Meeting WEDNESDAY, March 15th , 2023, 5:00pm via ZOOM

Board Members

Hal Dillon
Clyde Horn
Jesse Fittipaldi

BMC Personnel

Diane Sollinger
Dave Saraceno

Owners

Bill, Barb & Richard Bomball
Linda Seymore
Rick Lowen

Call to order: 5:03 PM

Agenda Approval - Unanimous approval

Previous Meeting Minutes Approval: : Unanimous approval.

Treasurer's Report:

Operating (aka: Trust or Checking) Account Summary

Beginning Cash Balance	[02/01/2023]	\$65,640
Ending Cash Balance	[02/28/2023]	\$47,396

Budget – Comparative

1. Month-to-Date Actual	
Total Operating Income	\$21,021
Total Operating Expense	(\$39,748)
2. Year-to-Date Actual	
Total Operating Income	\$41,001
Total Operating Expense	(\$54,147)

Notable Expenditures

• Boiler maintenance and repair	[Acc # 5090]:	(\$3,154)
• Realtor Fees: 1307 lease	[Acc # 5212]	(\$900)
• Insurance payment	[Acc # 5050]	(\$20,592)

Reserve Account Summary

Opening Balance [02/01/2023]	\$508,802
Contributions	\$0
Withdrawals	(\$0)
Change in Value	\$20
Closing Balance [02/28/2023]	\$508,822

Notes:

• Primary Reserve balance:	\$267,628
• Plumbing Reserve balance:	\$241,174
• Due from Reserve to Operating:	\$13,614

Move to Accept Treasurer's report - Unanimous approval

Owner's Forum:

When will windows be cleaned? - May/June

Reports:

- **MMRC**
- **Plumbing Project** Bath refit on 13th floor may have some repayment from us – plumber will submit itemized receipt. Discuss in Admin Meeting
- **Green** – Bike Room ready – Policy will be passed at next Board meeting, Tablets to test for toilet leaks will be purchased and will be available in mail area soon.
- **Safety** - Thefts – bike from rack and backpack from car, Investigate \$\$ for installing cameras for bike room and mail area.

New Business:

- Late Fee Waiver request – Unanimous approval.
- CD – Discuss in Admin meeting

Unfinished Business:

- Electrical panels replaced in 1307 & 1309 – next week
- 1307 lease ratification of terms – done
- Garage Towing Company – done
- Garage Door options – Discuss in Admin meeting
- Bike Room budget increased \$500 to seal floor approved via email

Next Board Meeting: Tuesday April 25, 2023 5PM via Zoom

Adjourned at 6:06 PM

Admin meeting:

Clyde, Hal, Jesse, & David – Garage door design chosen authorized paying \$6745 for fenestrated more rigid door that is less prone to jamming.-unanimous
13th floor bath remodel – we will look over the itemized receipt from the contractor and fund the parts that we would have done for current project
CD purchase – Authorize \$100k 3-month CD – unanimous - done

Willamette Towers Board Meeting

Meeting TUESDAY, April 25th , 2023, 5:00pm via ZOOM

Board Members

Hal Dillon
Clyde Horn
Jesse Fittipaldi

BMC Personnel

Diane Sollinger
Dave Saraceno

Owners

Bill, Barb & Richard Bomball
Linda Seymore
Rick Lowen
Ana Walter
Fanev Walter
Giny Landgren
Alex Howe
Jerry Hsu

Call to order: 5:05 PM

Agenda Approval - Added item Unanimous approval

Previous Meeting Minutes Approval: : Unanimous approval.

Treasurer's Report:

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[03/01/2023]	\$47,396
Ending Cash Balance	[03/31/2023]	\$42,735

Budget-Comparative

1. Month-to-Date Actual		
Total Operating Income		\$21,155
Total Operating Expense		(\$24,814)
2. Year-to-Date Actual		
Total Operating Income		\$62,156
Total Operating Expense		(\$78,962)

Notable Expenditures:

- Tax prep by CPA
- Elevator permits/maintenance.
- Repair/upgrade of entry and exit gates.
- Replacement (preliminary costs) of electric panels in Commercial units 1307 and 1309.

Reserve Account Summary

Opening Balance [03/01/2023]	\$508,821
Contributions	\$19,681
Withdrawals	(\$7,671)
Change in Value	\$85

Closing Balance [03/31/2023]

\$520,916

Notes about Reserves:

- Primary Reserve balance: \$276,594
- Plumbing Reserve balance: \$244,237
- Due from Reserve to Operating: (\$13,614)
- CD - we will purchase an additional \$100k 3-month CD by the end of April.
- Taxes were reviewed and the State tax withholding will be adjusted so we do not incur a penalty in 2024.

Move to Accept Treasurer's report - Unanimous approval

Owner's Forum:

- When will windows be cleaned? - May/June
- Cigarette butts and trash on 201/202 decks
- Yelling 11:30 PM or so (from 405?) will try to narrow it down and report.

Reports:

- **MMRC** - next riser will be in 01 stack next to elevators and will not require a chase built out into the hallway. Bath refit on 13th floor may have some repayment from us - Jesse will review photos of 13th sub-floor piping.
- **Green** - Bike Room ready - Policy is passed unanimous approval
- **Safety** - no report

New Business:

- Late Fee Waiver requests - Unanimous approval.
- Stairwell paint for first 3 floors will be refresh by Dave
- Breaker in main panel replacement payment officially approved.
- Additional panel replacement work offered by contractor will be reviewed by MMRC
- Mia Bella 1309 reimbursement of \$455.00 on final electrical work unanimous approval
- Mia Bella request for paying for electrical work for 1311 space that is sub code after their remodel. - referred back to them to get an architect to look it over and do plans to bring it up to code - they will make sure it is up to code and not up to contractor's guess.
- Garbage room signage update - Diane did a sign specifying again that all trash must be in tied up plastic bags.

Unfinished Business:

- Garage Towing Company - done
- Garage Door options - done

Next Board Meeting: Tuesday May 23, 2023 5PM on the Lawn or via Zoom if weather is bad.

Adjourned at 6:05 PM

WTB ADMIN MEETING
Thursday, May 4, 2023
Supplement to March WTB meeting minutes

WTB Board	BMC Personnel	Guests
Clyde Horn Jesse Fittipaldi Hal Dillon David Igl	Diane Sollinger	Richard Bomball Linda Seymour Alex Howe

Call to order: 5:05PM

New Business: Vote to appoint Alex Howe to the Board to replace Cody York after his resignation.

Thank You Cody!

Unanimous

Adjourn: 5:17PM.

Willamette Towers Board Meeting

Meeting TUESDAY, May 23rd 2023, 5:00

Board Members

Hal Dillon
Clyde Horn
Jesse Fittipaldi
David Igl
Alex Howe

BMC Personnel

Diane Sollinger
Dave Saraceno

Owners

Bill & Richard Bomball
Giny Landgren
Tom Ferrer
Linda Seymore

Call to order: 5:05 PM

Agenda Approval: Unanimous approval

Previous Meeting Minutes Approval: Unanimous approval.

Treasurer's Report:

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[04/01/2023]	\$42,735
Ending Cash Balance	[04/30/2023]	\$51,677

Budget-Comparative

1. Month-to-Date Actual	
Total Operating Income	\$21,047
Total Operating Expense	(\$21,134)
2. Year-to-Date Actual	
Total Operating Income	\$83,178
Total Operating Expense	(\$100,095)

Notable Expenditures:

- Federal and State taxes paid: \$2,660
- Electrical panel repair and "Domestic Water Investigation" needed for the Plumbing Project: \$3,220
- Final contribution to 1309 upgrade at Mia Bella: \$455

Reserve Account Summary

Opening Balance [04/01/2023]	\$520,916
Credits	\$19,681
Debits	(\$16,168)
Change in Value	\$445
Closing Balance [04/30/2023]	\$524,874

Notes about Reserves:

- Primary Reserve balance: \$185,567
 - Does not include the \$100K CD purchased in March.
- Plumbing Reserve balance: \$238,805
- Due from Reserve Account to Operating Fund: (\$13,614)
 - Transferred to the Operating Fund on 5/16/2023.
- In April another \$100K CD was purchased.

Move to Approve: Alex, 2nd unanimous

Owner's Forum: Giny - Alley activities push us to close off the alley and/or put up deterrents. Ditto for bins. Linda - Front-loading washers smell of mold because the doors aren't being left open. Can someone contact the vendor to see if they have a solution? [Diane will] Bill and Linda have been finding more cigarette butts on their porches.

Committee Reports:

MMRC: Plumbing project is going into second riser. 2nd floor walls have been removed where the new riser is going and work will continue with walls removed on all floors, scanning for rebar in floors, drilling, and running the pipes. In the next 3-4 weeks. Connections in the units will follow.

Safety: We will revisit the fencing options for just the alleyway front and back. Meetings will be scheduled in the near future. Recommendations will be made at next meeting.

Green: Bins need new locks [Dave is already on it] Grass in parking strip appears to be good solution. We need to come up with water conservation methods/plans for the dryer weather.

BMC:

- Details of next stage quickly outlined, next few weeks will be busy.

New Business:

- Smoke Patrol will be done to see if we can find problem smoker and end problem for 1103.
- 3rd \$100,000 CD [3 month maturation] will be purchased. Hal moved, Alex 2nd - unanimous. We will revisit rolling over the \$100k 3mo CD as they mature monthly.

Unfinished Business

- White Glove has not answered us about when but the season is now open for them to start.

- Breaker to have spare of scarce part for our major building breakers will be sourced by electrician. None left in OR.
- North Alley – Safety Committee will meet and see what they can come up with.
- Mia Bella's request for reimbursement for their electrical work in 1311. We will not contribute to their remodel per section 4 of their lease. Alex moved, Jesse 22nd unanimous.

Next Meetings:

Regular Meeting Tuesday, 6-27-2023 @ 5PM on the North Lawn

Adjourned at 5:47 PM

Willamette Towers Board Meeting

Meeting: June 27th, 2023, 5:00 PM

Board Members

Hal Dillon (Secretary)
Clyde Horn (Chair)
David Igl
Alex Howe (Treasurer)

BMC Personnel

Diane Sollinger
Dave Saraceno

Owners

Bill Bomball
Richard Bomball
Giny Landgreen

all to order: 5:03 PM

agenda Approval: Motion: Clyde; 2nd: Hal; Approval: unanimous

review Minutes Approval: Motion: Hal; 2nd: Clyde; Approval: unanimous

Treasurer's Report:

- Alex Howe is our new Willamette Towers Board member and our new Treasurer!
WELCOME Alex and thank you for your service.

Vote to Approve May Treasurer's Report: Hal; 2nd: Clyde; unanimous approval.

Treasurer's Report

Month ending May 31, 2023

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[05/01/2023]	\$51,677	<i>prev: \$42,735</i>
Ending Cash Balance	[05/31/2023]	\$62,320	<i>prev: \$51,677</i>

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$21,565	<i>prev: \$21,565</i>
ACTUAL Total Operating Income:	\$21,555	<i>prev: \$21,047</i>
ACTUAL Total Operating Expense:	(\$17,973)	<i>prev: (\$21,134)</i>
BUDGETED Total Operating Expense:	(\$18,901)	<i>prev: (\$18,902)</i>

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$107,823	<i>prev: \$86,258</i>
ACTUAL Total Operating Income:	\$104,733	<i>prev: \$83,178</i>
ACTUAL Total Operating Expense:	(\$118,068)	<i>prev: (\$100,095)</i>
BUDGETED Total Operating Expense:	(\$114,507)	<i>prev: (\$95,606)</i>

3. Notable Expenditures:

- Payment to Anderson Plumbing & BMC related to riser planning: \$800
- Gate Maintenance to repair fenestrated slats on overhead door of garage entrance: \$3,373 (*note: YTD Actual is \$7,034 vs. budgeted \$2,500*)

Reserve Account Summary

Opening Balance	[05/01/2023]	\$524,874	prev: \$520,916
Credits this Period		\$19,681	prev: \$19,681
Debits this Period		(\$13,614)	prev: \$(16,681)
Change in Value this Period		\$664	prev: \$445
Closing Balance	[05/31/2023]	\$531,606	prev: \$524,874

Notes about Reserves:

- Primary Reserve balance: \$80,899 prev: \$185,567
- Plumbing Reserve balance: \$249,540 prev: \$238,805
- Goal of \$300,000 in rotating CD funds:
 - CD #1 purchased, matures 7/3/2023.
 - CD #2 purchased, matures 8/10/2023.
 - CD #3 “held”, should mature 9/12/2023—verifying with Morgan Stanley

End of Treasurer's Report

Owner's Forum:

- Discussion: Loss of hot water (03, 04 units) has happened several times recently. It is the BOD'S understanding that this has to do with rust accumulation in the pipes. This rust accumulation is disturbed when a plumbing shut-off occurs in a particular stack. This is the fundamental problem that the Big Plumbing Project will fix.

Committee Reports:

MRC (Major Maintenance and Repair Committee): Jesse: absent. MMRC report.

- Hallway walls (01 units) are being opened for work on Big Plumbing Project.

Safety: We will get updated bids to install black chain-link fence at east and west ends of our “alley”.

Green Committee:

- There are still spaces available for rent in the new interior bicycle storage room.
- Grass planted next to the sidewalk on the west side of the building is surviving!
- EV charging stations: Discussed infrastructure for EV Charging Station(s). Will get cost estimates.
- Toilet Leak Test: About 1/2 of toilets were tested with blue tablets: No leaks reported.
- Next meeting is July 11.

MC:

- \$40 late-fee waiver request: Waiver granted.
- Will get from BMC cost to clean up once or twice per year in the alley at the base of the East wall.

New Business:

- Replacement of the roof on the automobile entry structure. Estimated cost is \$15,000.

Unfinished Business

- Who pays for the repair of the leaks in the plumbing pipes on the Second-Floor patios? The HOA will pay the plumber that did the work. We will then discuss if the unit owners will reimburse the HOA.

Next Meeting:

5:00 PM
07-18-2023

Adjourned at 6:11 PM

Willamette Towers Board Meeting

Meeting: July 25th, 2023 @ 5:00

Board Members

Hal Dillon (Secretary)
Jesse Fittipaldi
David Igl
Alex Howe (Treasurer)

BMC Personnel

Dave Saraceno

Owners

Bill Bomball
Richard Bomball
Giny Landgreen
John Rose
Rick Lowen
Linda Seymore

Call to order: 5:01 PM

Agenda Approval: Motion: Alex; 2nd: Jesse; Approval: unanimous

Previous Minutes Approval: Motion: Alex; 2nd: David; Approval: unanimous

Treasurer's Report

Move to Approve: Hal; 2nd: David; Approval: unanimous
Month ending June 30, 2023

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[06/01/2023]	\$62,320	<i>prev: \$51,677</i>
Ending Cash Balance	[06/30/2023]	\$57,467	<i>prev: \$62,320</i>

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$21,565	<i>prev: \$21,565</i>
ACTUAL Total Operating Income:	\$21,911	<i>prev: \$21,555</i>
ACTUAL Total Operating Expense:	(\$20,556)	<i>prev: (\$17,973)</i>
BUDGETED Total Operating Expense:	(\$18,901)	<i>prev: (\$18,901)</i>

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$129,388	<i>prev: \$107,823</i>
ACTUAL Total Operating Income:	\$126,643	<i>prev: \$104,733</i>
ACTUAL Total Operating Expense:	(\$138,625)	<i>prev: (\$118,068)</i>
BUDGETED Total Operating Expense:	(\$133,409)	<i>prev: (\$114,507)</i>

3. Notable Expenditures:

- Payments related to plumbing maintenance: \$7,097. This brings the YTD to \$16,446 vs. a budgeted YTD of \$8,650. Clogs related to turning building water main off & back on for riser work & 2nd floor balcony pipe repair.

Reserve Account Summary

Opening Balance	[06/01/2023]	\$531,606	prev: \$524,874
Credits this Period		\$19,681	prev: \$19,681
Debits this Period		(\$0)	prev: \$(13,614)
Change in Value this Period		\$1,171	prev: \$664
Closing Balance	[06/30/2023]	\$552,458	prev: \$531,606

Notes about Reserves:

- Primary Reserve balance: \$89,848 prev: \$80,899
- Plumbing Reserve balance: \$160,276 prev: \$249,540
- Goal of \$300,000 in rotating CD funds:
 - CD #2 purchased, matures 8/10/2023
 - CD #3 purchased, matures 9/12/2023
 - CD #4 ordered, matures 10/11/2023

End of Treasurer's Report

Owner's Forum:

- John Rose expressed concern about plumbing connection between the existing water pipes and the new pipes. Jesse stated that it is not a concern. The new pipes will be flushed out at the end of the project.
- Rick Lowen:
 - "Will the windows, in fact, be washed this season?" Dave S. was told by contractor that it will be done by the end of August (2023!)
 - Recycle dumpster: Rick thinks the previous style was better. Dave S. says the old one was damaged and a new one (previous style) is on the way.
 - Rick has seen evidence that the glass-recycle container is being used to climb onto the upper parking lot level.

Committee Reports:

MMRC (Major Maintenance and Repair Committee):

- Jesse stated that there is no detailed information. The project is progressing, and we are learning as we go.

Safety Committee:

- The fence at each end of the "WT Alley" (north end of the parking structure):
 - We have an updated bid for the basic fence/gate and some alternate features. We need to decide exactly what we want:
 - silver or black fence?
 - vertical, opaque slats?
 - fence between us and Sandpiper?
 - The high end of the bid was approximately \$5,000.

Green Committee (GC):

- Landscape: They are trying to select native and hardy plants to plant in the curb-strip areas on the west side of the building.
- Electric Vehicle Charge Station (EVCS): This is a very high priority for the GC.
 - GC advocates for at least one "Shared" Fast-Charge EVCS. They want all residents to have access to the Fast-Charge EVCS. We also want to have the electrical capacity for residents to have their own EVCS if they so desire.

- Central water heater: They are starting to think about the replacement of the natural gas water heater with an electric water heater. This action may be 8-10 years away.

New Business:

- We decided to let the tenant in 1307 move forward with her plan to add acoustic insulation. The tenant will pay for the work. Motion: Hal; 2nd: Alex; Unanimous

Unfinished Business

- Replacement of the roof on the automobile entry canopy:
 - Jesse raised the question: "Since the roof is made of concrete, is the roof-covering even necessary?" Jesse will investigate this.
- Who pays for the repair of the leaks in the patio plumbing pipes on the Second-Floor patios?
 - The HOA has already paid the plumber for the work. Will the 208, 201, and 202 unit owners reimburse the HOA?
 - It is possible that we were over-charged for this work. Jesse will talk to the plumber.
 - The HOA needs, now, to better document who is responsible for the patio plumbing: freeze protection, repair of supply pipes, and maintaining stormwater drains. We do not want to have this confusion in the future.

Next Meeting:

5:00 PM

08-22-2023

Adjourned at 6:06 PM

Willamette Towers Board Meeting

Meeting Tuesday, 8/22 2023 @ 5:00 PM

Board Members

Clyde Horn
Hal Dillon
Jesse Fittipaldi
Alex Howe
David Igl

BMC Personnel

Diane Sollinger
David Saraceno

Owners

Rick Lowen
Bill Bomball
Tom Ferrer
Richard Bomball
John Rose
LaDonna Qualtieri
Don Peters
Linda Seymore

Call to order: 5:03 PM

Agenda Approval: Motion: Clyde 2nd: Alex Unanimous

Previous Minutes Approval: Motion: Alex 2nd: Hal Unanimous (Clyde abstained)

Treasurer's Report:

Month ending July 31, 2023

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[07/01/2023]	\$57,467	prev: \$62,320
Ending Cash Balance	[07/31/2023]	\$40,186	prev: \$57,467

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$21,565	prev: \$21,565
ACTUAL Total Operating Income:	\$21,406	prev: \$21,911
ACTUAL Total Operating Expense:	(\$18,696)	prev: (\$20,556)
BUDGETED Total Operating Expense:	(\$18,901)	prev: (\$18,901)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$150,952	prev: \$129,388
ACTUAL Total Operating Income:	\$148,050	prev: \$126,643
ACTUAL Total Operating Expense:	(\$157,320)	prev: (\$138,625)
BUDGETED Total Operating Expense:	(\$152,310)	prev: (\$133,409)

3. Notable Expenditures:

- Payment to Cutting Edge Concrete Cutting & to Anderson Plumbing for F Riser replacement work totaling \$19,074.
- Quarterly Elevator Maintenance fee of \$2,786 paid to OTIS. This is budgeted for and is on track.

Reserve Account Summary

Opening Balance	[07/01/2023]	\$552,458	prev: \$531,606
Credits this Period		\$19,681	prev: \$19,681
Debits this Period		(\$0)	prev: \$(0)
Change in Value this Period		\$1,335	prev: \$1,171
Closing Balance	[07/31/2023]	\$573,474	prev: \$552,458

Notes about Reserves:

- Primary Reserve balance: \$98,858 prev: \$89,848
- Plumbing Reserve balance: \$171,011 prev: \$160,276
- Goal of \$300,000 in rotating CD funds:
 - CD #3 purchased, matures 9/12/2023
 - CD #4 purchased, matures 10/11/2023
 - CD #5 ordered, matures 11/29/2023

End of Treasurer's Report

Move to Approve: Motion: Hal 2nd: Clyde Unanimous

Owner's Forum:

- 1) Bill Bomball: "Has the board reached a decision as to who will pay for the repair of irrigation pipe leak at the second-floor balconies?" Answer: "NO"
- 2) Rick Lowen: He notices the poor condition of a street tree on Olive St. Linda Seymore has talked to the city and Friends of Trees: The tree has Dutch Elm disease. Nothing can be done except remove the tree at proper time.
- 3) Don Peters: The closing garage door damaged the roof of his car: The garage door leading to the upper level of parking structure hit Don's car as his car entered the parking structure.
 - a. The discussion concerned who is responsible for paying for the repair of the damaged garage door and the car roof.
 - b. The damage to the garage door has already been repaired by Overhead Door.
 - c. Don Peters is the owner of the damaged car, and he was at the meeting. He feels that the design of the gate safety system is flawed. He stated that he is considering filing a claim with his insurance company to get WT HOA to pay for the repair of his car.
 - d. More discussion is needed. There may be some additions to make the system more "fool-proof". e.g.:

- i. Signage alerting driver to a door system problem
- ii. Move the garage door “trip sensor” closer to the entry keypad. This would cause the door to stop coming down before the car enters the plane of the door.

Committee Reports:

MMRC (Major Maintenance and Repair Committee):

- 1) MMRC reports that the replacement of the second supply-plumbing riser is in progress.
 - a. The MMRC wants to talk to the board (at Administrative Meeting on 8/28/2023) about which riser to do next.

Safety Committee:

- 1) Fence Project at the North-Border “alley”:
 - a. The “alley” at the North border of the Willamette Towers property is not an “alley”. It is part of the Willamette Towers property. We recently installed signage to that effect.
 - b. The board approved spending up to \$5,000 for the construction of the fence around this area. [Motion: Clyde; 2nd: Alex; Approval: Unanimous].
 - c. There were questions:
 1. Have we received a second bid for the current Scope of Work?
 2. How do we address ADA requirements?
 3. Will the construction of the fence damage the Arbor Vitae plants?

Green Committee:

- 1) The committee had no news except to suggest that the Electrical Vehicle Charging Project (EV Project) is best put in the hands of the MMRC. Jesse stated that the MMRC is agreeable to this.

BMC:

Diane and Dave had no issues to bring up.

New Business:

- 1) Indoor Bike-Parking-Room (BPR): Is there a Kids’ rate? Answer: NO
- 2) Odors from Mia Bella Salon: There was much discussion about the odors suspected to be coming from Mia Bella Salon:
 - a. Who is responsible for correcting this problem? The owner or the tenant? It was suggested that the Oregon Administrative Rules may have the answer to this question.
 - b. Should Mia Bella Salon have a “designated perm” chair with extra ventilation (aka: exhaust hood)?
 - c. Some of the discussion had to do with the door between the elevator and the hallway headed North.

1. Does code allow us to keep this door Closed? Locked? Unlocked?
 2. Does the code require this door be closed? May we continue to prop it open? Could the door be held open by an auto-magnetic "Hold-Open" system?
 3. Can this door be locked and accessible only with a fob?
 4. What are ADA rules regarding these questions? What would be the costs, if any, of making this doorway ADA approved?
 5. We will discuss this at the 8/29/2023 Administrative Meeting.
- 3) WT website: On 8-13-2023 John Rose sent the board an email regarding our website software and the benefits of upgrading the software. After discussion the board approved that we spend up to \$260 to implement the upgrade. John Rose will implement this decision. Motion: Hal 2nd: Clyde Unanimous

a. Here is the email than John Rose sent:

- 4) -----Original Message-----
- 5) From: Willamette Towers <no-reply@wufoo.com>
- 6) Sent: Sunday, August 13, 2023 8:27 AM
- 7) To: willamettetowers@msn.com
- 8) Cc: jesse.fittipaldi@gmail.com; hdillon53@gmail.com; Diane Sollinger <DSollinger@bmc-llc.com>; howe101@gmail.com; driql@hotmail.com; cmhorn2002@yahoo.com
- 9) Subject: Action Gram submission from John Rose
- 10)
- 11) CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.
- 12)
- 13)
- 14) Name: John Rose
- 15) Unit: 1202
- 16) Email: john.rose3@comcast.net
- 17) Message: This message regards the WT website.
- 18) The site is built on a Content Management System (CMS) named Perch. Perch was sold in 2017 and the purchaser has not maintained or upgraded it. Many websites (Wordpress sites, for example) are built on the scripting language PHP.
- 19) Perch requires a version no later than, I believe, v5.6, and website hosts no longer support this version. Major improvements and changes to PHP began at version 7 and current versions are 8.x.
- 20) Anticipating that the current site could begin to show signs of "digital rot", I looked for a different platform that is reasonably priced and in active development, which led me to Kirby.
- 21) <https://getkirby.com/buy>
- 22) Kirby has a one-time cost (no monthly charges) of \$110.
- 23) I recommend that WT update the site to the Kirby platform. This will prevent problems that would otherwise be upcoming. I have done this at a staging site where you can view the results.
- 24) <https://staging.willamettetowers.com>
- 25) The basic site isn't different, though the editing experience is improved. For example, the method of updating and listing board minutes is simplified.
- 26) If the board is interested in upgrading the website, I can answer questions sent to me or at a board meeting.

- 27) Another cost we regularly pay to maintain the site is the hosting charge which is paid by BMC to a2hosting and then charged to WT. I believe the yearly charge is around \$150. There is no reason to change hosts.
- 28) We also use Wufoo forms where we have the ActionGrams, Unit Information Form, and through which we've conducted polls and run the online proxy votes for the annual meeting. This is also billed to BMC and I believe the charge is around \$160 annually. They also filter spam very well.
- 29) Were I to handle upgrading the site, I would request \$150. This includes getting the files in place, the site up and working, checking that all links are active and pages are rendering as expected, and creating links to any other forms that are used regularly.
- 30) Since the WT site was developed, owners now have their own BMC Portal. I believe it might be useful have links on the portal to such things as the forms that new residents are required to fill out and to ActionGrams. Currently, on the portal there is a sort of Willamette Towers "box" at Property Details where there is a "Link to our website" message but it links to the BMC site and not the WT site. This could be made more useful were BMC amenable.
- 31) Were there to be a general refresh of the site, it might be a good time to review the policies listed there.
- 32) Thank you,
- 33) John **END OF EMAIL**

Unfinished Business:

- 1) Window Wash: Waiting for another bid.
 - a. Our current bids range from \$19,000 to \$9,064.
 - b. Our previous contractor, White Glove, has not been able to provide the service.
 - c. Another previous contractor is reported as saying that they do not like the configuration of the building's roof. They will not bid.
- 2) Replacement of the WT common electrical breakers: No news; We await an evaluation by New Way Electric. This will be discussed at the 8/29/2023 Administrative meeting.
- 3) Roof for Parking area: This is the roof covering for the structure that covers the entry area for the parking structure. We have two bids for this work. We are still deciding how to proceed. We will discuss this at the 8/29/2023 Administrative Meeting.

Next Meeting: Tuesday, 09/19/2023 @ 5:00 PM

Adjourned at 6:40 PM

Willamette Towers Board Meeting

Meeting Tuesday, September 19, 2023 @ 5:00 PM

Board Members

Alex
Clyde
Hal
David
Jesse

BMC Personnel

Diane Sollinger
Dave Saraceno

Owners

Rick Lowen
Bill Bomball
Tom Ferrer
John Rose
LaDonna Qualtieri

Call to order: 5:03 PM

Agenda Approval: Motion: Alex 2nd: Hal Unanimous

Previous Minutes Approval: Motion: Alex 2nd: Jesse Unanimous

Treasurer's Report: Month ending August 31, 2023

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[08/01/2023]	\$40,211	<i>prev: \$57,467</i>
Ending Cash Balance	[08/31/2023]	\$20,433	<i>prev: \$40,186</i>

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$21,565	<i>prev: \$21,565</i>
ACTUAL Total Operating Income:	\$21,259	<i>prev: \$21,406</i>
ACTUAL Total Operating Expense:	(\$13,371)	<i>prev: (\$18,696)</i>
BUDGETED Total Operating Expense:	(\$18,901)	<i>prev: (\$18,901)</i>

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$172,517	<i>prev: \$150,952</i>
ACTUAL Total Operating Income:	\$169,617	<i>prev: \$148,050</i>
ACTUAL Total Operating Expense:	(\$170,691)	<i>prev: (\$157,320)</i>
BUDGETED Total Operating Expense:	(\$171,212)	<i>prev: (\$152,310)</i>

3. Notable Expenditures:

- \$23,347 toward plumbing work paid this period. This is in addition to \$19,074 the previous period.

Reserve Account Summary

Opening Balance	[08/01/2023]	\$573,474	<i>prev: \$552,458</i>
Credits this Period		\$19,681	<i>prev: \$19,681</i>
Debits this Period		(\$0)	<i>prev: \$(0)</i>
Change in Value this Period		\$1,319	<i>prev: \$1,335</i>
Closing Balance	[08/31/2023]	\$594,475	<i>prev: \$573,474</i>

Notes about Reserves:

- Primary Reserve balance: \$110,793 *prev: \$98,858*

- Plumbing Reserve balance: \$181,746 *prev: \$171,011*
- Goal of \$300,000 in rotating CD funds:
 - CD #4 purchased, matures 10/11/2023
 - CD #5 purchased, matures 11/29/2023
 - CD #6 ordered, matures 12/21/2023

End of Treasurer's Report

Treasurer's Report Approval: Motion: Hal 2nd: Jesse Unanimous

Owner's Forum:

- 1) John Rose pointed out that the cost of resealing the parking structure wear-layer every three years should be added to the Reserve Study. Diane said that she would add it. Also, John and Dave Saraceno will get together and work on an update to the Occupant Agreement Form.
- 2) LaDonna Qualtieri asked if individual unit owners need flood insurance. We are not sure. The HOA has flood insurance for the building.

Committee Reports:

MMRC: Plumbing Project: Jesse reported that work on the "L" Riser will begin the week of 9/25. This riser feeds the ½ bathroom in the "08 Stack". This riser will be more challenging than the first two risers, but not as challenging as some of the other risers.

Safety Committee: Fence Project: The new fence for the "alley" to the north of the parking structure will be installed in mid-October. We are waiting for the Eugene Permit Department to approve the fence.

Green Committee: No report. The EV Charging Station Project is now under the purview of the MMRC.

Bennett MC: No report

New Business:

- 1) The flood insurance annual payment is due next month. We approved this payment. It was noted that our two insurance companies have different valuations of our building. Motion: Hal 2nd: Clyde Unanimous
- 2) New Wave Electric will do a thorough inspection of our electrical system. They will also provide a bid to do the necessary work. We will be able to use their report to get bids from other companies. We approved up to \$3,000 dollars for this report.
Motion: Alex 2nd: Hal Unanimous
- 3) Exhaust fan for trash rooms: Dave says it is noisy, unreliable and needs to be replaced. This project will be turned over to the MMRC.
- 4) As per our conversation with our insurance agent, we voted to implement this new policy:
Motion: Hal 2nd: Alex Unanimous

Terrace and Balcony Safety Policy

The presence of certain items on terraces and balconies poses a risk to the property and to residents, as acknowledged by insurance underwriting.

Open Flame

No device, item, object, piece of equipment, or installation designed to produce or capable of producing open flame is permitted on any terrace or balcony. This prohibition includes but is not limited to popular devices such as barbecue grills, fireplaces, tiki torches, patio heaters, etc.

Furthermore, no propane tank or natural gas tank or fuel container of any size may be stored on any terrace or balcony.

Umbrellas and other coverings

No umbrella or other covering, fabric or otherwise, may be erected, placed, or installed on any terrace or balcony without express written HOA Board approval.

End of policy statement

New Business Continued:

- 5) We are waiting for a response from our attorney regarding two questions:
 - a. Who will pay for the replacement of the Zinsco Electrical panels in residential units, the unit owner or the HOA?
 - b. Who owns and is therefore responsible for maintaining the terraces and balconies, the unit owner of the HOA?
- 6) Dave has asked for unit occupants to send him a photo of their breaker panel. Many have not responded. He has learned that there are many Zinsco panels remaining. He estimates possibly 30 to 40.

Unfinished Business:

- 1) New roofing at car-entry structure: We authorized up to \$7,000 for River Roofing to install a new TPO roof over the existing roof. Motion: Hal 2nd: Jesse Unanimous
- 2) Chemical smells from perms in Mia Bella Salon: Clyde and Alex will talk with them and get more information.
- 3) Garage door to upper level: We authorized the repair. We have not decided if we will get the owner to reimburse the HOA. Motion: Alex 2nd: Clyde Unanimous

Next Meeting: Tuesday, October 24, 2023 @ 5:00 PM

Adjourned at 6:20 PM

Willamette Towers Board Meeting

Meeting Tuesday, October 24, 2023 @ 5:00 PM

Board Members

Alex
Clyde
David
Hal
Jesse

BMC Personnel

Diane Sollinger
Dave Saraceno

Owners

Bill Bomball
John Rose
LaDonna Qualtieri
Linda Seymour
Richard Bomball
Rick Lowen
Tom Ferrer

Call to order: 5:03 PM

Agenda Approval: Motion: Jesse 2nd: Clyde Unanimous

Previous Minutes Approval: Motion: Clyde 2nd: Jesse Unanimous

Treasurer's Report: Month ending September 30, 2023:

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[09/01/2023]	\$20,407	<i>prev: \$40,211</i>
Ending Cash Balance	[09/30/2023]	\$6,702	<i>prev: \$20,433</i>

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$21,565	<i>prev: \$21,565</i>
ACTUAL Total Operating Income:	\$21,069	<i>prev: \$21,259</i>
ACTUAL Total Operating Expense:	(\$20,312)	<i>prev: (\$13,371)</i>
BUDGETED Total Operating Expense:	(\$18,901)	<i>prev: (\$18,901)</i>

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$172,517	<i>prev: \$172,517</i>
ACTUAL Total Operating Income:	\$169,617	<i>prev: \$169,617</i>
ACTUAL Total Operating Expense:	(\$191,003)	<i>prev: (\$170,691)</i>
BUDGETED Total Operating Expense:	(\$190,113)	<i>prev: (\$171,212)</i>

3. Notable Expenditures:

- \$6,733 to Andersen for F Riser work
- \$5,000 to White Glove for window washing
- \$883 to Carlson Testing for Firestop test

Reserve Account Summary

Opening Balance	[09/01/2023]	\$594,475	<i>prev: \$573,474</i>
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Credits this Period	\$19,681	<i>prev: \$19,681</i>
Debits this Period	(\$0)	<i>prev: \$(0)</i>
Change in Value this Period	\$1,366	<i>prev: \$1,319</i>
Closing Balance [09/30/2023]	\$615,522	<i>prev: \$594,475</i>

Notes about Reserves:

- Primary Reserve balance: \$119,739 *prev: \$110,793*
- Plumbing Reserve balance: \$192,481 *prev: \$181,746*
- Goal of \$300,000 in rotating CD funds:
 - CD #5 purchased, matures 11/29/2023
 - CD #6 purchased, matures 12/21/2023
 - CD #7 ordered, will mature 01/30/2024

End of Treasurer's Report

Treasurer's Report Approval: Motion: Clyde 2nd: Jesse Unanimous

Owner's Forum:

- 1) A resident asked about the policy regarding the placement of materials on the exterior of windows to control heat-gain from the sun.
 - a. Diane referred to our "Exterior Alteration" policy.
 - b. The board decided to review this policy given the reality of Climate Change.

Committee Reports:

MMRC:

- Plumbing Project: Jesse reported that work is progressing. We are starting work on the "L" Riser which feeds the "08 Stack". We are ready to install sheet rock on the work just completed. Jesse will talk with the Eugene permit department to see if they want to inspect sheet rock work.
- Electrical system report from New Wave Electric: We should have this report soon.
- Exhaust fan in trash-room-stack: no news

Safety Committee: Fence Project in North "alley": New fence is installed.

Green Committee:

- This committee is not willing to take on the duties of a "Landscape" committee. They are giving it back to the Board.
- They want to go on record that the next time the hot water boiler needs to be replaced, it should be replaced with an Electric-Fired boiler.

Bennett MC: No report

New Business:

- Bicycle room: The room is about half full. We will send notice that spaces are available.
- Patio Umbrella ban:
 - i. We will get more information from our insurance agent.
 - ii. We approved the request (to keep their patio umbrellas) of the two second-floor residents. Motion: Alex 2nd: Hal Unanimous

- Stephen Parac with Hunter Communications (fiber-optic internet system) provided this information:
 - i. There will be no easily visible changes to the exterior or interior of the building.
 - ii. They provide faster and less expensive internet (aka “giga-bite internet”) than competitors.
 - iii. Each WT unit has the option to sign on with Hunter or not. Two internet speeds (and costs) will be available from Hunter.
 - iv. Their web site is www.hunterfiber.com
 - v. The price will stay the same and will not go up.
 - vi. Regarding the informational document that Hunter proposes to send to WT residents: It will not state that the WT Board of Directors endorses or recommends Hunter Fiber.
 - vii. Jesse made the motion that we accept and review the proposal from Hunter Communications. Clyde seconded the motion. The motion directs the board to vote via email to accept or reject Hunter Fiber’s proposal before the next WT Board Mtg on 11/28/2023.

Unfinished Business:

- The installation of a new roof cover over structure that covers the parking garage entry area is scheduled to happen in the middle of December 2023.
- We still await answers to the questions that we sent to our attorney after last month’s board meeting.
- We are still dealing with the odor from “perm” work in Mia Bella. The issue was not discussed at this meeting.
- We have not decided if we will request reimbursement for damage to the automobile entry gate by a car recently.

The board scheduled an Administrative Meeting for November 21, 2023 @ 5PM to discuss the following:

- Answers to questions that we asked our attorney
- Possible reimbursement for damage to the garage entry gate
- New Wave Electric report regarding the building’s electric infrastructure (panels, etc)
- Balcony umbrella policy

Next WT HOA Board Meeting: Tuesday, November 28, 2023 @ 5:00 PM

The 10/24/2023 meeting was adjourned at 6:14 PM

Willamette Towers Board Meeting

Meeting Tuesday, November 28, 2023 @ 5:00 PM

Board Members

Clyde
David
Hal
Jesse

BMC Personnel

Diane Sollinger
Dave Saraceno

Owners

Bill Bomball
John Rose
Linda Seymour
Richard Bomball
Rick Lowen
Tom Ferrer

Call to order: 5:33 PM

Agenda Approval: We added "discuss patio umbrella removal". Then the agenda was approved.

Motion: Hal 2nd: Clyde Unanimous

Previous Minutes Approval: Motion: Clyde 2nd: Hal Unanimous

Treasurer's Report: Month ending October 2023:

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[10/01/2023]	\$6,850	<i>prev: \$20,407</i>
Ending Cash Balance	[10/31/2023]	\$25,927	<i>prev: \$6,702</i>

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$21,565	<i>prev: \$21,565</i>
ACTUAL Total Operating Income:	\$20,764	<i>prev: \$21,069</i>
ACTUAL Total Operating Expense:	(\$27,829)	<i>prev: (\$20,312)</i>
BUDGETED Total Operating Expense:	(\$27,461)	<i>prev: (\$18,901)</i>

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$215,646	<i>prev: \$172,517</i>
ACTUAL Total Operating Income:	\$211,450	<i>prev: \$169,617</i>
ACTUAL Total Operating Expense:	(\$218,683)	<i>prev: (\$191,003)</i>
BUDGETED Total Operating Expense:	(\$217,574)	<i>prev: (\$190,113)</i>

3. Notable Expenditures:

- \$10,844 for annual flood insurance
- \$2,786 for quarterly elevator maintenance
- \$18,303 for various F Riser & L Riser efforts
- \$24,160 for L Riser access & fire rated doors

Reserve Account Summary

Opening Balance	[10/01/2023]	\$615,522	prev: \$594,475
Credits this Period		\$0	prev: \$19,681
Debits this Period		(\$53,726)	prev: \$(0)
Change in Value this Period		\$1,332	prev: \$1,366
Closing Balance	[10/31/2023]	\$563,129	prev: \$615,522

Notes about Reserves:

- Primary Reserve balance: \$113,032 prev: \$119,739
- Plumbing Reserve balance: \$147,141 prev: \$192,481
- Goal of \$300,000 in rotating CD funds:
 - CD #5 purchased, matures 11/29/2023
 - CD #6 purchased, matures 12/21/2023
 - CD #7 purchased, will mature 01/30/2024

End of Treasurer's Report

Treasurer's Report Approval: Motion: Hal 2nd: Clyde Unanimous

Owner's Forum:

- A resident asked for approval to keep her patio-umbrella on her patio.
 - We voted to allow units 201, 202, and 208 to keep their patio umbrellas.
 - We need more information to determine if we will allow units on the 13th floor to keep their patio umbrellas.
- A resident complained again about cigarette smoke on the 4th floor. There were also many Action-Grams this month about cigarette smoke on the 11th floor
 - We will put up No Smoking signs again.

Committee Reports:

MMRC: Nothing to report.

Safety Committee: Nothing to report.

Green Committee:

- They reported that someone is removing their "Green-Tips" notices from the bulletin board in the Mail Room.
- Members will soon attend a presentation at Campbell Center about Federal money that will be available for energy-saving projects. Perhaps WT could participate.

Bennett MC: Nothing to report.

New Business:

- 2024 budget: We voted to raise the monthly HOA dues 4%.
 - i. Motion: Hal 2nd: Jesse Unanimous
 - ii. New Assessments (per month):
 1. Studio \$211.20
 2. 1BR \$302.65
 3. 2BR & 1303 \$430.57
 4. 1301, 1302, 1304 \$482.29

- “Crime” insurance coverage: We bought this insurance in 2023 because one unit owner needed the coverage to sell his unit. The HOA was reimbursed by the unit owner. We decided not to renew the policy. Motion: Hal 2nd: Clyde Unanimous
- Accessible drain-pipe clean-out on 12th floor: We voted to ratify our decision to pay for the installation of a new plumbing fitting at the drainpipe between the bathtubs in 1205 and 1206. This fitting will be installed in other similar situations as we move through the Big Plumbing Project. Motion: Hal 2nd: Clyde Unanimous

Unfinished business:

- Dave will get bids from several electricians for the replacement of the Zinsco Electrical Panels in the residential units. These panels will be paid for by the unit owner.
- Jesse will contact New Way Electric and ask about the status of the electrical report that we asked them to do.
- New roof-covering on the structure at the entrance to the parking structure: Work is scheduled for mid-December.
- Odor from “perms” in Mia Bella: Clyde will talk to Heidi at Mia Bella about possible mitigation measures.
- Garage door repair: We decided to have the owner of the car that damaged the garage door pay for the repair of the door. The contractor that repaired the garage door has already been paid by the HOA. The HOA will request reimbursement from the owner of the car. Motion: David 2nd: Jesse Unanimous
- 2nd floor balcony water pipes: The owners of the three units (201, 202, 208) will meet to discuss a plan. They will report to the Board.

Meeting adjourned at 6:29 PM

Next Board Meeting scheduled via Zoom for Tuesday, December 26, 2023 @ 5:00 PM

Willamette Towers Board Meeting

Meeting Tuesday, December 28, 2023 @ 5:00 PM

Board Members

Clyde H.
David I.
Hal D.
Alex H.

BMC Personnel

Diane Sollinger
Dave Saraceno

Owners

Bill Bomball
Linda Seymour
Richard Bomball

Call to order: 5:10 PM

Agenda Approval: _____ Motion: Hal 2nd: Davud Unanimous

Previous Minutes Approval: _____ Motion: Alex 2nd: David Unanimous

Treasurer's Report: Month ending November 30, 2023:

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[11/01/2023]	\$25,927	prev: \$6,850
Ending Cash Balance	[11/30/2023]	\$18,696	prev: \$25,927

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$21,565	prev: \$21,565
ACTUAL Total Operating Income:	\$20,706	prev: \$20,764
ACTUAL Total Operating Expense:	(\$16,171)	prev: (\$27,829)
BUDGETED Total Operating Expense:	(\$18,901)	prev: (\$27,461)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$237,211	prev: \$215,646
ACTUAL Total Operating Income:	\$232,156	prev: \$211,450
ACTUAL Total Operating Expense:	(\$234,855)	prev: (\$218,683)
BUDGETED Total Operating Expense:	(\$236,476)	prev: (\$217,574)

3. Notable Expenditures:

- \$31,730 to Anderson Plumbing for additional L Riser Expenses
- \$27,080 to BMC for additional L Riser Expenses
- \$7,750 to Cutting Edge Concrete for cutting and scanning
- \$4,951 for north alley fencing

Reserve Account Summary

Opening Balance	[11/01/2023]	\$563,129	prev: \$615,522
Credits this Period		\$19,681	prev: \$0
Debits this Period		(\$66,605)	prev: (\$53,726)

Change in Value this Period	\$1,513	<i>prev: \$1,332</i>
Closing Balance [11/30/2023]	\$517,718	<i>prev: \$563,129</i>

Notes about Reserves:

- Primary Reserve balance: \$61,766 *prev: \$113,032*
- Plumbing Reserve balance: \$152,925 *prev: \$147,141*
- Goal of \$300,000 in rotating CD funds:
 - CD #6 purchased, matured 12/21/2023**
 - CD #7 purchased, matures 01/30/2024
 - CD #8 purchased, matures 02/13/2024

End of Treasurer's Report

Treasurer's Report Approval: Motion: Hal 2nd: David Unanimous

Owner's Forum:

- Linda S. stated that the owners of #201, #202 and #208 have agreed to take responsibility for the water piping on each of their balcony/patios. They will be responsible for "winterizing" the pipes and repairing any leaks. "Winterizing" consists of closing the water supply valve (for all three units) inside #201 and opening valves on the patio to allow water to drain from the system. This will be done before freezing weather begins. Each unit will have a document for future owners explaining this responsibility.
- We revisited and re-approved our decision to allow units 201, 202, and 208 to keep their patio umbrellas. They are also allowed to cover patio furniture with canvas for protection from the weather.
- Umbrellas *and canvas covers(?)* are still not allowed on the 13th floor patios.
- Open flames (barbecues, fire pits, etc.) are still not allowed anywhere in the building or on the property.

Committee Reports:

MMRC: MMRC chair was not in attendance: no report.

Safety Committee: Clyde: Nothing to report.

Green Committee: Linda S. reported that they are researching the Inflation Reduction Act which may help residents pay the cost of the replacement of their Zinsco electric panel and the cost of the installation of a ductless heat pump. The Zinsco panels are, in the opinion of insurance companies, hazardous. If there is help for paying the cost of these projects, it will be in the form of a federal tax credit.

New Business:

- A unit owner requested a waiver of the \$25 late fee. They state that the USPS was slow. BMC states that this is not a chronic problem for this unit. We voted to waive the \$25 late fee. Motion: Hal 2nd: Clyde Unanimous

Unfinished business:

- Zinsco Electrical Panels: We still lack adequate information to move forward with the Zinsco-Panel-Replacement-Project (**ZPRP**). We await the report from New Way Electric.

We approved payment for and ordered this report several weeks ago. Jesse F. is in touch with New Way Electric.

- New roof covering for the Parking Entry Cover: This work was postponed because of weather conditions. The work will hopefully happen in January 2024.
- Chemical smells (from Mia Bella Salon) in the lobby/hall area on the ground floor of WT. This is a contentious issue with the owners of Mia Bella. We decided to submit a poll to the residents of WT asking if they are bothered by these odors. We hope that the results of the poll will give the HOA Board guidance as to how to deal with the issue. We asked John R. if he could create the poll. We await his response.
- Garage door repair: A notice was sent to the owner whose car damaged the garage door. We requested that they pay for the damages.
- Smoking on WT property: We noted that the Smoke-Free-Property signs that we recently posted remained in place for an unusually long time. The problem, however, continues. We may try the “Smoking Patrol” technique or investigate more high-tech solutions.

Meeting adjourned at 6:00 PM

Future board meetings:

- **01/30/2024 @ 5:00 PM:** Our next Board Meeting (We will try a “Hybrid” meeting for the first time. People can attend in person at the WT office or attend via Zoom.)
- **02/20/2024 @ 5:00 PM:** The second Board meeting of 2024 (This may be a Hybrid meeting.)
- **02/27/2024 @ 7:00 PM:** Homeowners Association (HOA) Annual Meeting: (This may be a hybrid meeting.)