

Willamette Towers Board Meeting

Tuesday, January 30, 2024 @ 5:00 PM

ATTENDEES:

Board members: Clyde Horn, David Igl, Jesse Fitipaldi, Alex Howe, Hal Dillon

BMC Personnel: Diane Sollinger, Dave Saraceno

Owners: In-Person: Bill Bomball, Richard Bomball, Linda Seymore

Owners: Via Zoom: John Rose, Cody York, LaDonna Qualtieri, Tom Ferrer

Call to order: 5:05 PM

Agenda Approval: We added "parking gate damage" to agenda.

Motion: Clyde 2nd: Alex Unanimous

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

Treasurer's Report: Month ending December 31, 2023:

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[12/01/2023]	\$18,696	prev: \$25,927
Ending Cash Balance	[12/31/2023]	\$264	prev: \$18,696

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$21,565	prev: \$21,565
ACTUAL Total Operating Income:	\$22,417	prev: \$20,706
ACTUAL Total Operating Expense:	(\$18,574)	prev: (\$16,171)
BUDGETED Total Operating Expense:	(\$18,901)	prev: (\$18,901)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$258,775	prev: \$237,211
ACTUAL Total Operating Income:	\$254,573	prev: \$232,156
ACTUAL Total Operating Expense:	(\$253,429)	prev: (\$234,855)
BUDGETED Total Operating Expense:	(\$255,377)	prev: (\$236,476)

3. Notable Expenditures:

- \$24,215 to Anderson Plumbing and BMC for Riser L work.
- \$1,318 for legal opinions related to plumbing project, electrical panel project, and 2nd floor terrace maintenance responsibility
- \$758 to BMC for maintenance and coverage for Dave during vacation

Reserve Account Summary

Opening Balance	[12/01/2023]	\$517,718	prev: \$563,129
Credits this Period		\$19,681	prev: \$19,681
Debits this Period		(\$0)	prev: \$(66,605)
Change in Value this Period		\$1,299	prev: \$1,513
Closing Balance	[12/31/2023]	\$538,698	prev: \$517,718

Notes about Reserves:

- Primary Reserve balance: \$130,556 *prev: \$61,766*
- Plumbing Reserve balance: \$106,957 *prev: \$152,925*
- Goal of \$300,000 in rotating CD funds:
 - CD #7 purchased, matures 01/30/2024
 - CD #8 purchased, matures 02/13/2024
 - CD #9 purchased, matures 03/05/2024

End of Treasurer's Report

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

Owner's Forum:

- Linda S. questioned the advisability of using the "Time and Materials" format for billing the work on the Big Plumbing Project (**BPP**). Jesse F. pointed out that the alternative would be to get bids. The issue is that there are so many unknowns in this project that many contractors would submit a "Not to Exceed" bid. These bids tend to be relatively high. We have chosen to monitor the progress of the work and the costs as we move forward. We are gathering more and more cost information. This cost information will help us as we move forward.

Committee Reports:

MMRC: New Way Electric contractors will be in Willamette Towers on 02-20-2024 to gather information about our electrical system. There are two categories of electrical panels in the building that are of concern:

- Panels in the individual residential units: These move electricity to lights, etc. in individual residential units.
- Panels in the Common Areas: These move electricity throughout the entire building.

We have signed a contract with New Way Electric to provide us with a report about what is required to bring our entire electrical system up to code.

Safety Committee: Clyde: Nothing to report.

Green Committee: The Greenies are still gathering information regarding tax implications of the installation of a Ductless Heat Pump (DHP) by a unit owner. Federal tax credits may be available. Replacement of the existing Zinsco electric panel would be required prior to DHP installation. The panel replacement may also qualify for a tax credit.

New Business: NONE

Unfinished business:

- Zinsco Electrical Panels: We still lack adequate information to move forward with the Zinsco Panel Replacement Project (**ZPRP**). New Way Electric is scheduled to be in the building on 2-20-2024 to get information and create a Building Electrical Report that they will submit to WT HOA. The ZPRP is an important factor in the continuation of our building

insurance. Our building insurance is due to be renewed in February 2024. Clyde will contact our insurance agent, Traci Baier, to keep in touch.

- Hunter Communications has completed the installation of the Fiber Internet infrastructure. Unit owners will receive information about signing on with Hunter or not.
- Chemical smells (from Mia Bella Salon):
 - Response to the survey: Survey sent to unit owners only. (22 units are rentals.): 25 people responded to survey. 18 are not bothered by odor. 7 are bothered by odor. We may send out a second poll and/or put the issue on the agenda for the Annual General Meeting.
 - We voted for: Jesse made the motion; Hal seconded; unanimous vote.
 1. Installation of weatherstripping on the door from Mia Bella to the hall.
 2. Getting a cost to install an exhaust fan for the transom above the front door of Mia Bella. This fan would push air to the outside.
- Garage door repair:
 - David Igl will write a letter to the owner whose car damaged the garage entry-door to the upper level of the parking garage. He will state the following:
 1. The HOA expects to be reimbursed for the damage to the door.
 2. We will accept monthly payments.
- No-Smoking on WT property:
 - The HOA has received relatively few complaints about cigarette smoke lately.
 - We discussed a possible protocol if a resident complains about cigarette smoke:
 1. Two people (at least one board member) will “sniff” around.
 2. If a violation is confirmed, the unit will get a letter.
 3. If a second offence is confirmed, there will be a \$75.00 fine, payable by the owner of the unit.
 4. If more offences are confirmed, then an additional 35% will be added to the previous fine.

Meeting adjourned at 6:09 PM

Future meetings:

- **02/20/2024 @ 5:00 PM:** Board Meeting (This may be a Hybrid meeting.)
- **02/27/2024 @ 6:00 PM:** HOA Annual Meeting: (This may be a hybrid meeting.)

Willamette Towers Board Meeting

Tuesday, February 20, 2024 @ 5:00 PM

ATTENDEES:

Board members: Clyde Horn, David Igl, Jesse Fitipaldi (via Zoom), Hal Dillon

BMC Personnel: Diane Sollinger, Dave Saraceno

Owners: In-Person: Bill Bomball, Ken Guzowski

Owners: Via Zoom: Rick Lowen, Lisa Bostwick

Call to order: 5:03 PM

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

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

Treasurer's Report: Month ending January 31, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[01/01/2024]	\$264	prev: \$18,696
Ending Cash Balance	[01/31/2024]	\$9,813	prev: \$264

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$21,565
ACTUAL Total Operating Income:	\$22,948	prev: \$22,417
ACTUAL Total Operating Expense:	(\$23,113)	prev: (\$18,574)
BUDGETED Total Operating Expense:	(\$22,793)	prev: (\$18,901)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$258,775
ACTUAL Total Operating Income:	\$22,948	prev: \$254,573
ACTUAL Total Operating Expense:	(\$23,113)	prev: (\$253,429)
BUDGETED Total Operating Expense:	(\$22,793)	prev: (\$255,377)

3. Notable Expenditures:

- \$57,127 for riser work – primarily Riser L
- \$2,870 for routine elevator maintenance
- \$1,525 for annual fire system test
- \$850 for routine boiler maintenance

Reserve Account Summary

Opening Balance	[01/01/2024]	\$538,698	prev: \$517,718
Credits this Period		\$19,743	prev: \$19,681
Debits this Period		(\$66,679)	prev: \$(0)
Change in Value this Period		\$1,569	prev: \$1,299
Closing Balance	[01/31/2024]	\$493,332	prev: \$538,698

Notes about Reserves:

- Primary Reserve balance: \$143,091 *prev: \$130,556*
- Plumbing Reserve balance: \$47,486 *prev: \$106,957*
- Goal of \$300,000 in rotating CD funds:
 - CD #9 purchased, matures 03/05/2024
 - CD #10 purchased, matures 04/22/2024
 - CD #11 purchased, matures 05/20/2024

End of Treasurer's Report

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

Owner's Forum:

- Ken expressed his appreciation for the ongoing work of the WT HOA board and Bennett Management Company (BMC).
- Rick asked about the scheduling of the plumbing work. They are having family visit and stay with them soon. They wanted to know if their water would be shut off at any time. He was told that up to now no unit has lost water for more than ½ hour or so.

Committee Reports:

MMRC:

- The BPP (Big Plumbing Project) is progressing well. It is a complicated remodel/installation. The plumbing and drywall contractors are doing a very good job. Their work has passed all permit inspections.
- Work is currently on the plumbing stack that serves the "02" kitchens. The next stack will be the stack that serves the "05" kitchens. That will be the last of the "easy" stacks.
- The MMRC is gathering cost data and is more and more able to predict the cost of the work at future stacks.

Safety Committee: Clyde: Nothing to report.

Green Committee:

- Suggested that WT hire an arborist to survey the condition of our trees. Possible concerns:
 - The four large trees in the north-west area may be diseased. Should they be removed and replaced?
 - The trees on the east side may be too close to the building's foundation. Their roots may cause structural problems.
 - We need to confirm that the trees that we cultivate will not interfere with our wastewater pipes.
 - We are considering having the Arbor Vitae at the north end of the property "topped". Many of their branches are bent after the ice storm.

New Business:

- Penthouse owners request permission to get a water spigot installed on their patios. Anderson Plumbing (doing the BPP work) will do the work. The unit owners will pay for any design and labor costs. The board approved their requests.

- Motion: Clyde 2nd: Hal Unanimous
- Late-Fee waiver requests: We approved the requests. The problem was because of the recent increase in HOA dues.
 - Motion: Clyde 2nd: Hal Unanimous
- MAE (Mortier Ang Engineering) invoices: Jesse will review invoices and determine if we should pay them without further discussion.

Unfinished business:

- Odors from Mia Bella: The door from the hall into Mia Bella has been weather-stripped. The stylist has started using an odor-free perm solution. The problem may be fixed.
- Garage door repairs. We are sending a letter to the person that damaged the door stating that we expect them to reimburse the HOA for the cost of the door repair and that they are also responsible for the cost of repairing their car.
- Roof-top exhaust fan: this is the fan that ventilates the janitor closets. The board approved \$880 to replace the fan.
 - Motion: Clyde 2nd: Hal Unanimous
- Building insurance: It was reported that two large insurance companies stated that if we replace all the problematic Zinsco Electrical Panels, they will consider providing us insurance. We have several large Zinsco panels in the building that do not have the type of breakers that cause the problem with the small panels.

Meeting adjourned at 5:45 PM

Future meetings:

- **02/26/2024:** We need to discuss and decide about building insurance. If we do not do something, we will be uninsured on 2/27/2024.
- **02/27/2024 @ 6:00 PM:** HOA Annual Meeting: (This may be a hybrid meeting.)

Willamette Towers Administrative Board Meeting

Monday, February 26, 2024 @ 9:00 AM

ATTENDEES:

Board members: Clyde Horn, David Igl, Hal Dillon

BMC Personnel: Diane Sollinger, Dave Saraceno

Owners: In-Person: Info not available.

Owners: Via Zoom: Info not available.

Call to order: 9:04 AM

This meeting of the HOA board was scheduled because we had to deal with our building insurance. The deadline for renewal of our policy was the end of the day on 02/26/2024.

Agenda:

- ### 3) Review of input needed from our attorney

Review/approval of Insurance Proposal: We voted to accept the building insurance offer. We only had one offer. Motion: Clyde 2nd: David Unanimous

Motion: Clyde 2nd: David Unanimous

We are paying more than four times as much for building insurance in 2024 than in 2023. Also, our insurance deductible in 2024 is \$25,000 compared to \$5,000 in 2023. This is because of changes in the insurance industry AND the existence of over 60 Zinsco electrical panels in living units at Willamette Towers.

Stipulated Judgment: This issue has to do with the recent death of a Willamette Towers unit-owner. We are asking our attorney to contact the attorney of the heirs of the deceased and determine how to proceed.

Review of input needed from our attorney: We are reaching out to our attorney concerning the following issues:

- 5) Can the HOA collect money through a special assessment to pay for the high insurance cost?

Meeting adjourned at 9:43 AM

Willamette Towers Annual Meeting

Tuesday, February 27, 2024 @ 6:00 PM

Notification and a Zoom link was sent to all owners via multiple emails asking for their proxies or attendance either in person or by Zoom.

ATTENDEES:

Board members: Clyde Horn, David Igl, Hal Dillon

BMC Personnel: Diane Sollinger (in person), Dave Saraceno (via zoom)

Owners (in person): Jacob Ivy, Kathleen Gekiere, Richard Bomball, Bill Bomball, Rick Lowen

Owners (via Zoom): 10

Proxy votes: 40

Call to order: 6:04 PM

President's Annual Report:

This is the "State of the Association Speech"

2023 was a busy year, primary expense for the year was all the plumbing work completed. The decision to redo the plumbing risers that were accessible from the hallway kept the costs down a bit, but still \$70-\$80k per riser is a chunk. We have learned along the way and have discovered efficiencies to cut the labor costs somewhat. As the project work that is accessible from the hallways wraps up, the more invasive and expensive portion of the project will begin where we actually have to remove interior walls and fixtures to get to the plumbing. This will usually entail plumbing inside a shared wall between adjacent units. One or the other of the owners will be inconvenienced by the demolition, install, and remodel of their kitchen and/or bathroom. That portion of the project is still in the design stage and much discussion is taking place in order to minimize the costs and inconvenience. More details will be shared as time goes on in 2024.

2023 Month by month: from the minutes posted on the WT website

JAN: Purchased building insurance policy, Bike Room floor sealing, Plumbing valve replacement and spare.

FEB: Annual Meeting.

MAR: Bike Room ready, Replaced Zinsco panels in 1307 and 1309 [1311 was already done], \$100k CD purchased.

APR: Plumbing and electrical expenses for first riser, 2nd CD purchased.

MAY: Plumbing 2nd riser begins, 3rd CD purchased.

JUN: Plumbing work continues, New Garage gate to lower level installed, 2nd floor balcony piping repaired, CD cashed in and then new \$100k cd purchased

JUL: CD cashed in and then new \$100k cd purchased, plumbing continues, Bid for alley fencing received

AUG: CD cashed in and then new \$100k cd purchased, Fencing funded, Odors from Mia Bella in hallway, Owner ran into upper level garage door and damaged both car and gate, website software updated, Still waiting for window washing, New Way authorized to do survey and write reports on building panels.

SEPT: CD cashed in and then new \$100k CD purchased, Plumbing work continues.

OCT: FEMA flood insurance premium paid, New Way survey funded, New balcony and decks safety policy implemented, CD cashed in and then new \$100k CD purchased.

NOV: CD cashed in and then new \$100k CD purchased, Elevator maintenance, Voted to raise HOA dues by 4%.

DEC: Alley fencing installed, Owners of 201, 202, & 208 will assume responsibility for balcony piping including winterizing, maintenance, and repairs. 2nd floor balconies are allowed to keep both their umbrellas and tarps. 13th floor units are not yet authorized.

The major challenge (2023 year and 2024) was to find and buy insurance coverage for the building. Our bylaws demand a certain level of coverage that is becoming very difficult to find and very expensive - due, for the most part, to the continued use of 50+ year old Zinsco electrical panels in 62 of our building's units. The insurance companies that are big enough for us to deal with [per the bylaws] have begun to refuse to cover any building with these panels installed. The current cost for this year's insurance is almost \$80,000.00, and other bids were well over \$100,000.00. There are two main reasons for this outlandish price: The panels themselves have been shown to be fire hazards in the Insurance Companies' claims records (which affects the availability and cost of coverage), and the sheer total of national losses the Companies have had to cover in the last two or three years due to natural disasters.

We will attempt to hold the line budget-wise in 2024 so we can avoid raising the HOA dues in order to cover the \$80,000.00 cost, which is still more than 4 times our usual costs. Finding insurance coverage AT ALL next year will likely require either; Replacing all the old panels, - **OR - increasing the HOA dues** to cover the increased costs (whatever they may be, and IF we can even buy coverage) going forward - that's in addition to any other reason for increasing the dues. This means that each unit would see an increase of ~\$100+/month starting next year. We could end up without any coverage at all, simply because we still have the dangerous and outdated panels in some of our units.

The insurance marketplace is getting much much tighter and outrageously expensive. We have had an Electrical Contractor survey the building and inspect all the big distribution panels which are fine, so the unit panels that the Insurance Companies abhor are the only elements that must be upgraded. Since we are required to purchase insurance at suitable levels of coverage, and only from Companies that are rated solvent and large enough to handle losses, we, the Association, are authorized to have all the panels replaced and bill the owners of the units.

What's this mean to ME?

Owners can choose to get their own contractor to replace their panel at their own expense, but must work in cooperation with the WT Office to make sure we can document for the Insurance Companies that we have replaced all the old and dangerous panels. If you choose to get your own contractor, that's perfectly acceptable. If you wish to join in on the project, we may be able to secure better pricing by buying a large quantity of panels at the same time - we are still looking at possibly doing that. If you refuse to do either, we will still send our own contractor into your unit with a panel and bill you for the parts and labor via your HOA account.

Bottom line is, that **ALL the panels must be replaced no later than September 1, 2024** so we can be assured of obtaining insurance **AT ALL**. This date was chosen so we can have time to identify the hold outs, wait for the parts to be ordered and received, the installation and testing to happen, and still have time to shop, find, and purchase, more affordable building insurance by this time next year.

Treasurer's Annual Report:

Description of Accounts

The Association has three lines of income: “Dues,” “Rent,” and “Other.” Dues account for 76% of budgeted income, Rent for 19%, and Other for 5%. The Association maintains a checking account into which these lines of income flow. From the Checking Account, a fixed amount is transferred monthly into a Reserves Account held with Morgan Stanley. The reserves are differentiated by the Association between “Primary Reserves” and “Plumbing Reserves,” but all reserve funds are held in a single Morgan Stanley account.

Big Rocks

- The Association cut checks totaling roughly \$206,576 toward Plumbing Riser Replacement work in 2023, which included a small portion of Riser J, the entirety of Riser F, and about 2/3rds of Riser L.
- The Association’s Reserve Account earned roughly \$10,000 in interest from CDs and similar banking products this year—thanks Hal for this idea!
- The Association budgeted for \$49,050 in Rent income, but only realized \$44,574. This was driven largely by Jan, Feb, and March 2023 rental incomes coming in much lower than budgeted. However, monthly income was also consistently slightly lower than budgeted.

Budget Details

4. Reserve Funds as of 12/31/2023

Primary Reserves:	\$130,556
Plumbing Reserves:	\$106,957
CDs	\$300,000

5. Operating Income as of 12/31/2023

	ACTUAL	BUDGETED
Dues:	\$196,143	\$196,225
Rent:	\$49,050	\$44,574
Other (laundry, late fees, etc.)	\$13,855	\$13,500
Total Operating Income:	\$254,573	\$258,775

6. Operating Expenses as of 12/31/2023:

	ACTUAL	BUDGETED
Gate Maintenance	\$8,834	\$6,000
Storm Water	\$2,834	\$2,807
Water	\$12,527	\$13,625
Sewer	\$12,050	\$13,622
Electricity	\$16,881	\$15,902
Natural Gas	\$9,800	\$8,200
Property Insurance	\$31,436	\$28,560
General Maintenance	\$2,164	\$3,000
Maintenance Supplies	\$4,244	\$7,500
Maintenance Contract	\$19,611	\$17,300
Elevator Maintenance	\$9,934	\$11,500
Garbage	\$5,195	\$5,005

Telephone	\$5,302	\$5,300
Professional Fees / Consultation	\$3,768	\$4,000
Promotion, Gifts, Travel, Education	\$50	\$0
Site Management	\$65,804	\$61,000
Administrative Management	\$25,286	\$25,286
Office & General Supplies	\$2,765	\$2,500
Taxes & Licenses	\$6,672	\$12,000
Additional Grounds Work	\$0	\$1,000
Grounds Contract	\$3,520	\$3,520
Window Cleaning	\$5,000	\$7,000
Reserve Study Expenses	\$750	\$750
Total Operating Expense	\$253,429	\$253,377

Committee Reports:

MMRC (Major Maintenance and Repair Committee): The Plumbing Riser Project is proceeding. Work is passing permit inspections. We are also gathering information about the costs of the remaining risers. Also, it was suggested that we put Riser Project updates on the bulletin board and put notices on unit doors when a unit will be impacted by the plumbing work.

Safety Committee: See the President's Annual Report, paragraphs March, July, October, and December.

Green Committee: "Green Tips" are being put on the bulletin board in the mail room. The committee is providing information about trash and recycling disposal. Tax credits may be available to help with the cost of replacing the Zinsco electrical panel. The bike room has spaces available (\$9/month). We will have an arborist come and check all our trees for health and appropriateness.

HOA Board of Directors Elections:

The board seats of Clyde Horn, Alex Howe, and David Igl were up for election. All three agreed to run for reelection and they ran unopposed. We had enough voters present and proxy votes. All three were reelected.

End of Report

Willamette Towers Board Meeting

Thursday, March 14, 2024 @ 5:00 PM

ATTENDEES:

Board members: Clyde Horn, David Igl (in person)

Jesse Fitipaldi, Hal Dillon, Alex Howe (via Zoom)

BMC Personnel: Diane Sollinger, Dave Saraceno

Owners: Bill Bomball, Ken Guzowski, Richard Bomball (in person)

Owners: Tom Ferrer, Giny Landgreen, LaDonna Qualtieri, Dottie Kemp (via Zoom)

Call to order: 5:08 PM

Agenda Approval: _____ Motion: Clyde 2nd: David Unanimous

Minutes Approval:

02/20/2024	Motion: Clyde	2nd: David	Unanimous
02/26/2024	Motion: Clyde	2nd: David	Unanimous
02/27/2024	Motion: Clyde	2nd: David	Unanimous

Treasurer's Report:

Month ending February 29, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[02/01/2024]	\$264	prev: \$264
Ending Cash Balance	[02/29/2024]	\$9,813	prev: \$9,813

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$22,793
ACTUAL Total Operating Income:	\$22,888	prev: \$22,948
ACTUAL Total Operating Expense:	(\$17,196)	prev: (\$23,113)
BUDGETED Total Operating Expense:	(\$22,793)	prev: (\$22,793)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$45,587	prev: \$22,793
ACTUAL Total Operating Income:	\$45,836	prev: \$22,948
ACTUAL Total Operating Expense:	(\$40,310)	prev: (\$23,113)
BUDGETED Total Operating Expense:	(\$45,587)	prev: (\$22,793)

3. Notable Expenditures:

- \$29,269 for L Riser work (and some F riser work)
- \$27,921 for A Riser work
- \$6,365 to River Roofing for roofing membrane

Reserve Account Summary

Opening Balance	[02/01/2024]	\$493,332	prev: \$538,698
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Credits this Period	\$0	<i>prev: \$19,743</i>
Debits this Period	(\$62,030)	<i>prev: \$(66,679)</i>
Change in Value this Period	\$1,179	<i>prev: \$1,569</i>
Closing Balance [02/29/2024]	\$432,480	<i>prev: \$493,332</i>

Notes about Reserves:

- Primary Reserve balance: \$143,091 *prev: \$143,091*
- Plumbing Reserve balance: \$47,486 *prev: \$47,486*
- Revised goal of \$200,000 in rotating CD funds:
 - CD #9 matured on 3/5/2024 and no new CD was purchased
 - CD #10 purchased, matures 04/22/2024
 - CD #11 purchased, matures 05/20/2024

End of Treasurer's Report

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

Owner's Forum:

- Ken G. has worked in horticulture. He made the following points:
 - According to the 1965 Landscape Plans Thorny Barberry and Phitzner Juniper were to be planted on the east side of the parking garage wall, next to the alley. Both shrubs are thorny and not pleasant to climb through.
 - It seems that the four large trees on Lincoln St near the north end of the building are diseased and should be removed soon. He acknowledges that this will eliminate shade for many units in the summertime. He suggests that we plant more Hornbeams to replace these four trees.
- Dottie K. asked about the status of the installation of fiber cable for internet that Hunter Communications is installing. It is our understanding that the installation is complete. We are told that Hunter Communications will be reaching out to unit owners. Unit owners can also call Hunter Communications for more information. Jesse F. will call Hunter Communications for more information.
- A problem was also raised about items other than a car in parking space #86. Dave Saraceno is dealing with this.

Committee Reports:

MMRC:

- All projects are moving forward.
- We received the Electrical System Report from New Way Electric.
- Zinsco Electrical Panel Replacement: We received a bid from Bear Mountain Electric for the replacement of all the Zinsco Residential panels and the building distribution panels.
- Jesse recommended that we accept the bid from Bear Mountain Electric. Several reasons for doing this are:
 - Their bid is reasonable, and we are likely to not get a much better bid.
 - They have done work in Willamette Towers over the years, and they know what they are getting into.

- New Way Electric is not able to do this work in 2024. Jesse talked to another electrical contractor that said the same thing.
- We are considering accepting the Bear Mountain bid if we get favorable answers to the following questions:
 - Some Zinsco-Unit owners may choose to have a different company replace their panel. How would this affect Bear Mountain's bid?
 - Is Bear Mountain willing to invoice individual Zinsco-Unit owners?
- The board voted to authorize Jesse to accept Bear Mountain's bid if we get favorable answers to our questions.

Motion: Alex 2nd: Hal Unanimous

- 1) Diane will compose a letter to be sent to the Zinsco-Unit owners explaining their options.
- 2) Jesse F. and Alex H. will review the Bear Mountain bid in regard to the electrical panels that are not in the residential units.

Green Committee:

- An arborist will conduct a walk-around on 03-18-2024 @ 11:00 AM.
- The Committee continues to meet monthly. The bulletin board reflects a revolving list of Green Tips.
- Members attended the EWEB presentation of CARBON CREDITS FOR HOMEOWNERS. Biden passed a bi-partisan bill that is the biggest GREEN proposed legislation ever.
- Tax credits and rebates will be available in 2024 for upgrading homes against the costs (perhaps as high as 30%) needed to address climate changes. Many of these are based on all levels of income. These could apply to replacing original electrical panels, heating and cooling systems, solar panels, and plans for EV charging.
- Our efforts to educate the residents about recycling continue. Some citizens remain challenged by breaking down boxes before recycling to create more room in the bin. There exists an ongoing need for reminders about more consideration for disposing of trash and keeping the mailroom free from giveaways. Only magazines in the rack are welcome.

New Business:

MAE (Mortier Ang Engineers) invoices: Jesse F. stated that these fees are for Plumbing Riser engineering and are reasonable. We voted to pay them. We will request that MAE include more detail in their future invoices.

Motion: Jesse 2nd: Hal Unanimous

Late-Fee waiver request: We approved the request. The problem was because of the recent increase in HOA dues.

Motion: Alex 2nd: Hal Unanimous

Unfinished business:

- Odors from Mia Bella Salon: No one at the meeting had experienced a bad odor recently. The problem may be fixed!

- We received a document from our attorney about our insurance situation and how that impacts owners and their insurance. We need to study this document and move forward.

Meeting adjourned at 6:01 PM

Next board meeting: **04/16/2024**

Willamette Towers Board Meeting

Tuesday, April 16, 2024 @ 5:00 PM

ATTENDEES:

Board members in person: Clyde Horn, David Igl, Jesse Fitipaldi, Hal Dillon,

Board members via Zoom: Alex Howe

BMC Personnel: Diane Sollinger, Dave Saraceno

Owners (in person): Bill Bomball, Richard Bomball

Owners (via Zoom): Giny Landgreen

Call to order: 5:05 PM

Added to agenda: "We must confirm that all residential units that claim to have "non-Zinsco" electrical panels do, in fact, have "non-Zinsco" electrical panels."

Motion to approve modified agenda: Clyde 2nd: Hal Unanimous

Motion to approve minutes from 03-14-2024: Alex 2nd: Clyde Unanimous

Treasurer's Report:

Month ending March 31, 2024

Month ending March 31, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[03/01/2024]	\$29,567	prev: \$9,813
Ending Cash Balance	[03/31/2024]	\$3,938	prev: \$29,567

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$22,793
ACTUAL Total Operating Income:	\$22,340	prev: \$22,888
ACTUAL Total Operating Expense:	(\$97,783)	prev: (\$17,196)
BUDGETED Total Operating Expense:	(\$22,793)	prev: (\$22,793)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$68,380	prev: \$45,587
ACTUAL Total Operating Income:	\$68,176	prev: \$45,836
ACTUAL Total Operating Expense:	(\$138,092)	prev: (\$40,310)
BUDGETED Total Operating Expense:	(\$68,380)	prev: (\$45,587)

3. Notable Expenditures:

- \$75,439 insurance premium
- \$5,650 federal and state taxes

Reserve Account Summary

Opening Balance	[03/01/2024]	\$432,480	prev: \$493,332
Credits this Period		\$0	prev: \$0
Debits this Period		(\$34,792)	prev: \$(60,030)

Change in Value this Period	\$1,194	<i>prev: \$1,179</i>
Closing Balance [03/31/2024]	\$398,882	<i>prev: \$432,480</i>

Notes about Reserves:

- Primary Reserve balance: \$140,039 *prev: \$143,091*
- Plumbing Reserve balance: \$57,029 *prev: \$47,486*
- Revised goal of \$200,000 in rotating CD funds:
 - CD #9 matured on 3/5/2024 and no new CD was purchased
 - CD #10 purchased, matures 04/22/2024
 - CD #11 purchased, matures 05/20/2024

We have a \$100,000 CD maturing soon. We will not roll this \$100k into another CD. We will put this into a money market fund (MMF) and earmark it for the plumbing project. The difference in return at this time is “CD vs MMF” is 5.2% vs 4.3%. Our thinking is that we need liquidity more than the slightly higher interest rate.

End of Treasurer’s Report

Motion to approve treasurer’s report: Clyde 2nd: David Unanimous

Owner’s Forum:

- There was a question about the calendar deadline for a unit-owner’s replacement of their Zinsco Electrical Panel. This information is in the original letter sent to all unit-owners.
- One resident stated that there is slow flow at his shower. He states this problem was successfully dealt with this several years ago. The thinking is that the showerhead is once again being restricted by the rusty buildup from the interior of the water supply pipe. The correction of this problem is the second objective of the BPP (Big Plumbing Project). The first objective is replacing the water supply pipes before they start to leak.

Committee Reports:

MMRC:

- The exhaust fan on the roof of the building was replaced. This fan ventilates the Janitors Closet on all floors. Dave will adjust the fan-flow setting to “high” to see if that is best.
- The MMRC is considering the installation of the riser pipes to all the remaining floors without installing the pipes from the risers to the fixtures in the units. With this “plumbing infrastructure” in place we could postpone the completion of the plumbing installation until a problem occurs at a particular unit(s). The hope is that this will decrease the cost of the project.
- It was suggested that the plumbing contractor take photos of the conditions as they deal with them. These photos may be helpful as we move forward.

Green Committee:

- They hope to encourage LTD bus ridership by hosting “Bus Events”. One idea is a group bus ride to the Creswell Bakery for fun and treats!
- There is information on the bulletin board in the mail room about the existence of tax credits for the replacement of electrical panels and other energy-saving upgrades. These tax credits may help with the cost of the replacement of existing Zinsco electrical Panel.

New Business: Anderson Plumbing invoices: Jesse and Alex will “pre-approve” all plumbing invoices before submitting them to the HOA board for payment. Diane will forward all invoices to Jesse and Alex upon receipt.

Unfinished Business:

- Electrical panel replacement project: At the time of this meeting, 48 unit-owners had decided to have Bear Mountain Electric replace their panel. 6 are getting other bids and 8 are undecided. We will remind the 8 that they need to decide soon. We will request that all unit-owners with updated panels send Dave a photo that shows the brand of their panel.
- We will ask our attorney to re-write our Insurance Requirements document. The current document is somewhat restrictive; it is difficult to meet the requirements. We want requirements that are adequate but easier to meet.

Motion: Hal 2nd: Clyde Unanimous

Meeting adjourned at 5:43 PM

Next board meeting: 05/21/2024 @ 5PM (In-Person and via Zoom)

Willamette Towers Board Meeting

May 21, 2024 @ 5:00 PM

ATTENDEES:

Board members in person: Clyde Horn, David Igl, Hal Dillon

Board members via Zoom: Alex Howe, Jesse Fittipaldi

BMC Personnel in person: Diane Sollinger, Dave Saraceno

Owners (in person): Bill Bomball, Richard Bomball, Rick Lowen

Owners (via Zoom): Tom Ferrer

Call to order: 5:11 PM

Motion to approve agenda: Hal 2nd: Clyde Unanimous

Motion to approve minutes from 04-14-2024: Clyde 2nd: Alex Unanimous

Treasurer's Report:

Month ending April 30, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[03/01/2024]	\$29,567	prev: \$9,813
Ending Cash Balance	[03/31/2024]	\$3,938	prev: \$29,567

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$22,793
ACTUAL Total Operating Income:	\$22,340	prev: \$22,888
ACTUAL Total Operating Expense:	(\$97,783)	prev: (\$17,196)
BUDGETED Total Operating Expense:	(\$22,793)	prev: (\$22,793)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$68,380	prev: \$45,587
ACTUAL Total Operating Income:	\$68,176	prev: \$45,836
ACTUAL Total Operating Expense:	(\$138,092)	prev: (\$40,310)
BUDGETED Total Operating Expense:	(\$68,380)	prev: (\$45,587)

3. Notable Expenditures:

- \$75,439 insurance premium
- \$5,650 federal and state taxes

Reserve Account Summary

Opening Balance	[03/01/2024]	\$432,480	prev: \$493,332
Credits this Period		\$0	prev: \$0
Debits this Period		(\$34,792)	prev: \$(60,030)
Change in Value this Period		\$1,194	prev: \$1,179
Closing Balance	[03/31/2024]	\$398,882	prev: \$432,480

Notes about Reserves:

- Primary Reserve balance: \$140,039 *prev: \$143,091*
- Plumbing Reserve balance: \$57,029 *prev: \$47,486*
- Revised goal of \$200,000 in rotating CD funds:
 - CD #9 matured on 3/5/2024 and no new CD was purchased
 - CD #10 purchased, matures 04/22/2024
 - CD #11 purchased, matures 05/20/2024

We have a \$100,000 CD maturing soon. We will not roll this \$100k into another CD. We will put this into a money market fund (MMF) and earmark it for the plumbing project. The difference in return at this time is "CD vs MMF" is 5.2% vs 4.3%. Our thinking is that we need liquidity more than the slightly higher interest rate.

End of Treasurer's Report

Motion to approve treasurer's report: Clyde 2nd: David Unanimous

Owner's Forum:

- It was suggested that Willamette Towers HOA install an emergency "Narcan-Dispense box". We are told that this box is available at low or no cost through White Bird Medical Clinic. Hal will contact White Bird and get more information.
- An owner asked if it is permitted for them to cover the interior of their windows with cardboard during the summer. The idea is to reduce Heat-Gain through the glass. We will put this on the agenda for the next board meeting.

Committee Reports:

- Green Committee: No report
- MMRC (Major Maintenance and Repair Committee)
 - Hal was recently contacted by Mike of Anderson Plumbing. Mike's communication with Hal indicated that he felt that his invoices were not being paid quickly enough. Our procedure is that Jesse and Alex review Anderson's invoices and when one is approved, it goes to BMC for payment. Alex stated that Mike should have contacted BMC with questions.
 - One of our HOA resident members, via Action Gram, stated that the MMRC has technically not been a "committee" lately. Jesse stated that the MMRC, as currently functioning, is a sub-committee of the WT HOA board and the MMRC's reports are submitted monthly at the WT HOA board meetings.
 - Zinsco Electrical Panel Replacement Project: As per New Wave Electric's report, all Zinsco panels, with one exception, need to be replaced to satisfy the insurance industry's requirements. The lone exception is the largest Of our Zinsco panels. It is on the ground floor. We will contact Tracy Baier, our insurance agent, for her input.

New Business: None

Unfinished Business:

- Zinsco Electrical Panel Replacement Project: See the MMRC report.

- Insurance amendment-voting method: We voted to authorize our attorney to send a cover letter and a ballot to unit owners.

Motion to authorize this mailing: Hal 2nd: Clyde Unanimous

- Gate damage by vehicle: David Igl will research to see if there is a cost-effective and legal basis for compelling the owner whose vehicle hit the association's gate to reimburse the association for the resulting damages by adding the damage total to the association dues unit account."

Meeting adjourned at 6:00 PM.

Next board meeting: 06/18/2024 @ 5PM

Willamette Towers Board Meeting

June 18, 2024 @ 5:00 PM

ATTENDEES:

Board members (in person): Clyde Horn, David Igl, Hal Dillon

Board members (via Zoom): Alex Howe

BMC Personnel (in person): Diane Sollinger, Dave Saraceno, Juanita

Owners (in person): Bill Bomball, Richard Bomball,

Owners (via Zoom): Rick Lowen, Giny Landgreen, La Donna Qualtieri

Call to order: 5:01 PM

Motion to approve agenda: Clyde 2nd: Hal Unanimous

Motion to approve minutes from 05-21-2024: Clyde 2nd: David Unanimous

Treasurer's Report:

Month ending May 31, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[05/01/2024]	\$3,599	prev: \$3,938
Ending Cash Balance	[05/31/2024]	\$14,740	prev: \$3,599

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$22,793
ACTUAL Total Operating Income:	\$23,955	prev: \$22,298
ACTUAL Total Operating Expense:	(\$20,454)	prev: (\$25,622)
BUDGETED Total Operating Expense:	(\$22,793)	prev: (\$22,793)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$113,966	prev: \$91,173
ACTUAL Total Operating Income:	\$114,428	prev: \$90,474
ACTUAL Total Operating Expense:	(\$184,168)	prev: (\$163,714)
BUDGETED Total Operating Expense:	(\$113,967)	prev: (\$91,173)

3. Notable Expenditures:

- \$53,346 to BMC for Riser Work
- \$26,324 to Anderson Plumbing for Riser A Labor
- \$1,575 to Bear Mtn for 206 electrical panel deposit

Reserve Account Summary

Opening Balance	[05/01/2024]	\$365,614	prev: \$398,882
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Credits this Period	\$19,743	<i>prev: \$39,486</i>
Debits this Period	(\$89,532)	<i>prev: (\$73,731)</i>
Change in Value this Period	\$973	<i>prev: \$977</i>
Closing Balance [05/31/2024]	\$296,798	<i>prev: \$365,614</i>

Notes about Reserves:

- Primary Reserve balance: \$287,630 *prev: \$149,140*
- Plumbing Reserve balance: \$7,208 *prev: \$14,416*
- Revised goal of Reserves funds in CDs:
 - CD #9 matured on 3/5/2024, and no new CD was purchased
 - CD #10 matured 04/22/2024, and no new CD was purchased
 - CD #11 matured 05/20/2024, and no new CD was purchased

• **End of Treasurer's Report**

Motion to approve treasurer's report: Clyde 2nd: David Unanimous

Owner's Forum:

- A resident on the West side of the building asked if they could cover their window glass with cardboard. We told them to proceed, and we will decide later.
- It was suggested that we send regular letters (at least once a year) to HOA members reminding them of the following:
 - The wax ring between the toilet and the bathroom floor should be replaced at least every ten years. If the wax ring starts to leak, the resident of the unit may not know it. The only damage that will happen is to the unit below the leaky wax ring.
 - If a person is going to be gone from their unit for a while (more than 2 nights?), it is advisable to shut off the water at the sinks and toilet. The valves for this are under the sinks and next to the toilet.

Committee Reports:

- Green Committee:
 - The next "Bus Trip" will be to Vida and will be in September.
 - When the time arrives, they want to be involved with planning the building's roof replacement project. We have an excellent roof structure for a solar-electric array.
 - Packing peanuts and plastic bags should go in the trash, not recycling or compost. This is true of shredded paper also.
- MMRC (Major Maintenance and Repair Committee):
 - They have instructed Bear Mountain Electric to order all the replacement electrical panels for the building. These panels include: six in janitor closets, four on the ground floor, and another (very large) panel on the ground floor. Updated Bear Mountain bids for these panel replacements are expected shortly and purchase will follow shortly after review

- All other panels in the building are considered residential panels which will be ordered separately.
- The roof-top exhaust fan that serves all the Janitor's closets was replaced with a new fan.

New Business:

- There is a small maple tree (2-inch diameter) on the north end of the building. Its roots are interfering with the water valves and pipe connections that provide irrigation. We instructed Dave to remove this tree.
- We decided that when Diane sends out the notice of the upcoming board meeting, she will include the unapproved minutes from the previous board meeting.

Unfinished Business:

- Zinsco Electrical Panel Replacement Project:
 - Dave and Diane will confirm that we know of all the residential Zinsco Electrical panels in the building. We want accurate information so that we can order the new residential panels ASAP.
 - Bear Mountain Electric has received most of the 50% deposits required to pre-order the new residential panels.
- Insurance Amendment voting: We will ask HOA members to return the ballots before 10/01/2024.
- Narcan emergency doses to be available in WT?
 - On 5/28/2024 we talked to Randy Bell at Whitebird. Randy said that Narcan single doses are available locally at no cost. He does not know about "Narcan Boxes" (containing multiple doses). If a resident wants to possess a dose of Narcan, they need to get it themselves. If any WT resident is interested in an "unofficial" Narcan training, contact Randy at randybell3@icloud.com. He also said that if one is in a "Narcan administering" situation, call 911. The 911 operator can talk you through the procedure
- Ground floor odor concerns: It was suggested that the odors may be coming from the laundry room.

The meeting adjourned at 6:06 PM.

Next board meeting: 07/23/2024 @ 5PM

Willamette Towers Board Meeting

July 23, 2024 @ 5:00 PM

ATTENDEES:

Board members (in person):

Clyde Horn, David Igl, Hal Dillon

Board & BMC members (via Zoom):

Jesse Fittipaldi, Dave Saraceno

BMC Personnel (in person):

Diane Sollinger, Juanita

Owners (in person):

Bill Bomball, Richard Bomball,

Owners (via Zoom):

Giny Landgreen, Tom Ferrer

Call to order: 5:01 PM

- We added Building Insurance items to the agenda:
 - Discuss our ongoing dealings with the insurance underwriters.

Motion to approve agenda with this change: Clyde 2nd: David Unanimous

Motion to approve minutes from 06-18-2024: Clyde 2nd: David Unanimous

Treasurer's Report:

Month ending June 30, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[06/01/2024]	\$14,740	prev: \$3,599
Ending Cash Balance	[06/30/2024]	\$6,126	prev: \$14,740

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$22,793
ACTUAL Total Operating Income:	\$23,202	prev: \$23,955
ACTUAL Total Operating Expense:	(\$19,756)	prev: (\$20,454)
BUDGETED Total Operating Expense:	(\$22,793)	prev: (\$22,793)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$136,760	prev: \$113,966
ACTUAL Total Operating Income:	\$137,630	prev: \$114,428
ACTUAL Total Operating Expense:	(\$203,924)	prev: (\$184,168)
BUDGETED Total Operating Expense:	(\$136,760)	prev: (\$113,967)

3. Notable Expenditures:

- \$7,183 for Anderson plumbing Riser A work
- \$2,076 for attorney input for stipulated judgment, insurance amendment, and riser work responsibility

Reserve Account Summary

Opening Balance	[06/01/2024]	\$296,798	prev: \$365,614
Credits this Period		\$19,743	prev: \$19,743
Debits this Period		(\$0)	prev: (\$89,532)
Change in Value this Period		\$1,124	prev: \$973
Closing Balance	[06/30/2024]	\$317,665	prev: \$296,798

Notes about Reserves:

- Primary Reserve balance: \$302,125 prev: \$287,630
- Plumbing Reserve balance: \$14,416 prev: \$7,208
- Revised goal of Reserves funds in CDs:
 - CD #9 matured on 3/5/2024, and no new CD was purchased
 - CD #10 matured 04/22/2024, and no new CD was purchased
 - CD #11 matured 05/20/2024, and no new CD was purchased
 -

• End of Treasurer's Report

Motion to approve treasurer's report: Clyde 2nd: David Unanimous

Owner's Forum:

- No input

Committee Reports:

- Green Committee:
 - The committee did not meet in June.
 - Their recent focus has been the planning of a roof-top solar-electric array and batteries.
- MMRC (Major Maintenance and Repair Committee):
 - The MMRC did not move forward with the Big Plumbing Project this month because we need to focus on the replacement of the Zinsco electrical panels.
 - We need to send our insurance underwriter the following:
 - Documentation (photographs) proving that WT electrical system contains copper wiring, not aluminum wiring.
 - Documentation of the Bear Mountain/Resident contracts to replace the residential panels.

New Business:

- It was suggested that we upgrade our CCTV (Closed Circuit Television).
 - We will revisit this subject after the Plumbing and Panel projects are completed.
 - Jesse suggested the ARLO brand. He has one that he will loan to Dave as a trial.

- We need to review our policy concerning shutting off the potable water supply to part of or all the WT building. How much advanced notice and how is the notice communicated to the affected residents?
- Move-In / Move-Out policy as it relates to the rental of “Furnished” units. Sometimes a tenant moving into a “Furnished” unit brings their own (large) furniture into the unit. We decided that we will always follow the written instructions.
 - Motion to approve: Hal 2nd: Clyde Unanimous
- The laundry payment method will soon change from a “Card” system to a “Smart Phone” system. The prices will NOT go up and some of the machines will continue to be set up to accept coins.
- There is concern that vehicles parked near the North Entry/Exit to the WT building may park too close to the building and block the Emergency Exit. We will discuss this with the Fire Marshal and revisit this at our next meeting.

Unfinished Business:

- Electrical panels Update: This is covered earlier in this document.
- Insurance amendment: our attorney stated that he will have the insurance amended and sent to us by the end of July 2024.
- Garage door damage [Entry Door to lower level]: Dave will send the owner a letter stating that we expect them to pay for the repair of the garage door.

The meeting adjourned at 5:47 PM.

Next board meeting: 08/27/2024 @ 5PM

Willamette Towers Board Meeting

August 27, 2024 @ 5:02 PM

ATTENDEES:

Board members (in person): Clyde Horn, Jesse Fittipaldi, Alex Howe, Hal Dillon
BMC members (via Zoom): Dave Saraceno
BMC Personnel (in person): Diane Sollinger, Juanita
Owners (in person): Esther K., Richard B., Dorothy Q.
Owners (via Zoom): Bill B., Giny L., Tom F., Rick L., Dottie K.
Call to order: 5:02 PM

Motion to approve agenda: Hal 2nd: Clyde Unanimous

Motion to approve minutes from 07-23-2024: Clyde 2nd: Jesse Unanimous

Treasurer's Report:

Month ending July 31, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[07/01/2024]	\$6,126	prev: \$14,740
Ending Cash Balance	[07/31/2024]	\$15,771	prev: \$6,126

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$22,793
ACTUAL Total Operating Income:	\$22,669	prev: \$23,202
ACTUAL Total Operating Expense:	(\$18,746)	prev: (\$19,756)
BUDGETED Total Operating Expense:	(\$22,793)	prev: (\$22,793)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$159,553	prev: \$136,760
ACTUAL Total Operating Income:	\$160,299	prev: \$137,630
ACTUAL Total Operating Expense:	(\$222,670)	prev: (\$203,924)
BUDGETED Total Operating Expense:	(\$159,553)	prev: (\$136,760)

3. Notable Expenditures:

- \$38,907 + \$12,563 + \$9,178 to Bear Mtn for Electrical room / Janitor Closet panels + Main Room Panel + 4 small common area panels
- \$10,481 to BMC for Riser A work
- \$1,507 to Anderson Plumbing for deleting temporary connections

Reserve Account Summary

Opening Balance	[07/01/2024]	\$317,665	prev: \$296,798
Credits this Period		\$19,743	prev: \$19,743

Debits this Period	(\$80,775)	<i>prev: (\$0)</i>
Change in Value this Period	\$1,115	<i>prev: \$1,124</i>
Closing Balance [07/31/2024]	\$257,749	<i>prev: \$317,665</i>

Notes about Reserves:

- Primary Reserve balance: \$256,633 *prev: \$302,125*
- Plumbing Reserve balance: \$0 *prev: \$14,416*
- Revised goal of Reserves funds in CDs:
 - CD #9 matured on 3/5/2024, and no new CD was purchased
 - CD #10 matured 04/22/2024, and no new CD was purchased
 - CD #11 matured 05/20/2024, and no new CD was purchased

End of Treasurer's Report

Motion to approve treasurer's report: Jesse 2nd: Clyde Unanimous

Owner's Forum:

- Someone expressed concern about the many dead branches in the Elm trees on Lincoln St. Also, the new Elm trees that we planted last year have Dutch Elm disease and are dying. Diane S. will contact the city and ask for their help with these two issues.
- An HOA member raised the issue, and there was much discussion about the paved area (with removeable bollards) right outside the building's North exit door.
 - It is the board's understanding that the fire department emergency vehicles do not need access in this paved area.
 - We will reach out to the Fire Department and possibly to an architect to understand the "Fire Design Requirements" regarding this paved area.
 - We may paint diagonal yellow stripes to clearly mark the areas that need to always be kept open for wheelchairs, emergency crews, etc.
 - Contractors that park here shall have a Willamette Towers Parking Permit that will be placed on the dashboard in front of the steering wheel. This permit will have the phone number of at least one worker in case we need the vehicle moved.
 - We will repair the lock mechanisms on the bollard so that they can be kept locked in place and removed by only authorized personnel.
 - It was suggested that we install a "Tow Away Zone" sign. We did not decide to do this. A board member stated the opinion: "Fewer signs on our property is better".
- We need to determine, in the event of a WT evacuation, where the residents should congregate. This is important because we will all need accurate information from Emergency Services if we are all standing outside in the weather.
- The Safety Committee will further the consideration and implementation of these ideas.

Committee Reports:

- MMRC (Major Maintenance and Repair Committee):
 - MMRC reported that they are reviewing the invoicing and repair processes used by Anderson Plumbing.
 - Should we get other plumbing contractors on our list of contractors we might call? Sometimes we only need a “Rooter” for drainpipe clearing. Drainpipe clearing at WT is not, however, always a normal, simple procedure.
 - Diane S. stated that other plumbers have encountered the same roter issues that Anderson Plumbing is encountering.
 - Someone stated that the various wastewater pipes in the building are accessible at the plumbing vent pipes on the roof of the building. This has not been confirmed.
- Green Committee:
 - Solar-Electric array on the roof of WT.
 - This project will not happen until we replace the roof cover on the building as per the normal maintenance schedule.
 - Solar-Electric array technology is rapidly changing.
 - A board member stated that it was said a while back that the solar array would be too heavy for the roof structure.
 - Instead of buying a battery pack, will we be able to sell the daily excess electricity to EWEB?
 - LTD Bus Trip up the McKenzie River:
 - The bus will leave from the Eugene Downtown LTD station on 09/11/2024 at about 8:20 AM. There is more information on the bulletin board in the mail room.
 - The Green Committee is confident that a good time will be had by all.

New Business:

- The lessee of 1307 (LONEROCK CLINIC) is terminating their lease as of 02-28-2025. The reason given: “We have outgrown the space.” We thank them and wish them well! They added even more class to our Vertical Village!
- Diane S. will send a letter to HOA members stating that, as per WT policy, no door mats are permitted on the floor outside of a unit. The reason for this policy is that a floor matt in the hall could be a tripping hazard in the event of an emergency evacuation when visibility may not be good.

Unfinished Business:

- Plumbing Project: Alex, Jesse, and John R. will meet and discuss our options regarding payment for the somewhat expensive plumbing project.
 - Hal will talk to several local financial institutions to determine if the WT HOA could get a loan. Hal will report to Alex.
- Electrical (Zinsco replacement) panels: The “Residential” panels should arrive from the manufacturer in mid-September.

- Building insurance: Jesse will contact more than one insurance company to discuss our insurance situation.
- Automobile damage to Entry gate: David I. is writing a letter to the driver of the car that caused the damage to the gate. We are trying to determine who will pay for the repair of the damage.
- Scratches on the floor of the South stairwell (floors 1 thru 3). These scratches happened when the new owner moved into the unit. Dave S. will repair the paint damage. The HOA will pass the cost on to the unit owner.
- The Water Shut-Off policy needs to be reviewed. It was also mentioned that it would be good to do a formal review of all the HOA policies.
- 2025 HOA BUDGET. DOES ANYONE WANT TO THINK AND TALK ABOUT THE 2025 HOA BUDGET?? Sounds interesting, doesn't it?
 - The HOA Budget Committee meets every fall. It does not take much time over the course of a few weeks. The committee starts with the current budget. It is adjusted by appropriate inflationary percentages and arrives at next year's budget. Diane S. at BMC is very helpful concerning the line items that do not follow the standard inflationary percentage.

The meeting adjourned at 6:20 PM.

Next board meeting: 09/24/2024 @ 5PM

Willamette Towers Board Meeting

September 24, 2024 @ 5:02 PM

ATTENDEES:

Board members (in person):	Clyde Horn, Jesse Fittipaldi, David Igl, Hal Dillon
Board members (via Zoom):	NONE
BMC Personnel (in person):	Diane Sollinger, Juanita Maddron
BMC Personnel (via Zoom):	Dave Saraceno
Owners (in person):	Esther K., Richard B., Bill B., Linda S.
Owners (via Zoom):	Tom F., Cody Y
Call to order: 5:02 PM	

Motion to approve today's agenda:	Clyde	2 nd : Hal	Unanimous
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Motion to approve minutes from 08-27-2024:	Clyde	2 nd : David	Unanimous
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Treasurer's Report:

Month ending August 30, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[09/01/2024]	\$15,771	prev: \$6,126
Ending Cash Balance	[08/30/2024]	\$12,253	prev: \$15,771

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$22,793
ACTUAL Total Operating Income:	\$24,334	prev: \$22,669
ACTUAL Total Operating Expense:	(\$17,464)	prev: (\$18,746)
BUDGETED Total Operating Expense:	(\$22,793)	prev: (\$22,793)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$182,346	prev: \$159,553
ACTUAL Total Operating Income:	\$184,633	prev: \$160,299
ACTUAL Total Operating Expense:	(\$240,134)	prev: (\$222,670)
BUDGETED Total Operating Expense:	(\$182,346)	prev: (\$159,553)

3. Notable Expenditures:

- \$9,178 to Bear Mtn for completion of 4 common area panels
- \$1,586 to Anderson Plumbing for unclogging shared line 1105/1106
- \$862 to Anderson Plumbing for Riser Leak 1006
- \$313 to Anderson Plumbing for low pressure from common pipe debris

Reserve Account Summary

Opening Balance	[08/01/2024]	\$257,749	prev: \$317,665
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Credits this Period	\$19,743	<i>prev: \$19,743</i>
Debits this Period	(\$0)	<i>prev: (\$80,775)</i>
Change in Value this Period	\$861	<i>prev: \$1,115</i>
Closing Balance [08/30/2024]	\$278,353	<i>prev: \$257,749</i>

Notes about Reserves:

- Primary Reserve balance: \$270,284 *prev: \$256,633*
- Plumbing Reserve balance: \$7,208 *prev: \$0*

End of Treasurer's Report

Motion to approve treasurer's report: Jesse 2nd: Clyde Unanimous

Owner's Forum:

- Chemical smell in lobby area: It is assumed that this smell is from perm-chemicals used at Mia Bella. While there were several months that no one complained about this smell, some people say they have smelled it recently. The cause of the smell in the lobby may be Mia Bella's propping open their front door(s). Dave will ask them not to do this.
- Someone read that rechargeable batteries can overheat and catch fire. This led to the discussion of surveying owners/residents about their safety concerns. We will consider doing this. Possible subjects for discussion:
 - Does the building have all the recommended/required smoke alarms?
 - Should we more clearly delineate emergency egress parts of the paved areas around the building.
 - Windows in residence units need to be inspected periodically. The unit owner is liable for any damage or injury caused by a faulty window.
- We recently changed the method of payment for our clothes washers and dryers. The new payment methods are coin, credit card and phone app. It was requested that the dryers be set up to operate on fewer than six quarters. This would allow the dryers to operate for less than one hour, thus saving energy. Dave will check into this.

Committee Reports:

- MMRC (Major Maintenance and Repair Committee):
 - It was discovered recently that, due to improper installation, the exhaust air filter(s) in the elevator shaft(s) are not serviceable and are very dirty. Dave will contact Otis Elevator
- Green Committee:
 - The LTD Bus trip up the McKenzie River on the 11th was very fun!

New Business:

- Reserve Study Review: We have the option of contracting for one yearly review or for three yearly reviews. The Three-Year plan may save money. Board opted for the 3-year plan, if the payments are year by year.
- Budget meeting: Date and time TBD.
- Owner's request for waiver of three late fees. We voted to waive the second and third fees, but not the first.

Motion to waive fees: Hal 2nd: Clyde Unanimous

- Insurance amendment: Discussion postponed.
- Water shut off policy: Discussion postponed.
- HELOC: To be discussed on Friday, 9/27/2024 at the special HOA board meeting.
- Automobile damage to entry gate: David has written a letter to the driver. We will review this letter and discuss further.

The meeting adjourned at 6:15 PM.

Next board meeting: 10/29/2024 @ 5PM

Willamette Towers Board Meeting

October 29, 2024 @ 5:00 PM

ATTENDEES:

Board members (in person):	Clyde Horn, Jesse Fittipaldi, Hal Dillon
Board members (via Zoom):	Alex Howe
BMC Personnel (in person):	Diane Sollinger
BMC Personnel (via Zoom):	Dave Saraceno
Owners (in person):	Richard Bomball, Linda Seymore, John Rose
Owners (via Zoom):	Tom Ferrer, Rick Lowen, Gini Landgreen
Call to order: 5:05 PM	

Motion to approve today's agenda:	Clyde	2 nd : Hal	Unanimous
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Motion to approve minutes from 09-24-2024:	Clyde	2nd: Jesse	Unanimous
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Treasurer's Report:

Month ending September 30, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	[9/01/2024]	\$12,253	prev: \$15,771
Ending Cash Balance	[9/30/2024]	\$22,274	prev: \$12,253

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$22,793
ACTUAL Total Operating Income:	\$23,378	prev: \$24,334
ACTUAL Total Operating Expense:	(\$27,090)	prev: (\$17,464)
BUDGETED Total Operating Expense:	(\$29,943)	prev: (\$22,793)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$205,139	prev: \$182,346
ACTUAL Total Operating Income:	\$208,011	prev: \$184,633
ACTUAL Total Operating Expense:	(\$267,224)	prev: (\$240,134)
BUDGETED Total Operating Expense:	(\$207,090)	prev: (\$182,346)

3. Notable Expenditures:

- \$7,500 for exterior window cleaning to White Glove
- \$2,250 for 3rd quarter tax estimate
- \$1,509 + \$228 for emergency leak 606
- \$1,000 for reserves study

Reserve Account Summary

Opening Balance	[09/01/2024]	\$278,353	prev: \$257,749
Credits this Period		\$19,743	prev: \$19,743
Debits this Period		(\$22,165)	prev: (\$0)
Change in Value this Period		\$815	prev: \$861
Closing Balance	[09/30/2024]	\$276,746	prev: \$278,353

Notes about Reserves:

- | | | |
|-----------------------------|-----------|------------------------|
| • Primary Reserve balance: | \$274,502 | <i>prev: \$270,284</i> |
| • Plumbing Reserve balance: | \$1,492 | <i>prev: \$7,208</i> |

End of Treasurer's Report

Motion to approve treasurer's report: Clyde 2nd: Hal Unanimous

Owner's Forum:

- A unit owner asks that the "staging" fee be waived. Dave said that quite a bit of stuff was moved in and out to stage the unit. Clyde moved that we do not waive the fee. Hal 2nd. The vote was unanimous.

Committee Reports:

- MMRC (Major Maintenance and Repair Committee):
 - Elevator shaft "Exhaust Air-Filter" issue: Otis Elevator Co. states that they do not accept responsibility for the improper installation of the frame for the elevator air filters. Jesse will gather information about the seriousness of the "dirty air filter" issue. A properly functioning air filter may or may not be important.
 - Big Plumbing Project (BPP): The MMRC is reaching out for bids to do the following at the "E Stack":
 - Replace water pipes.
 - Remove & install sheetrock as necessary to complete the plumbing work.
 - The "E Stack" brings potable water to the kitchens of the "05" units.
 - We intend to paint yellow parking lines at the north end of the building. These lines are part of our fire-safety effort. Dave will move forward with this.
 - Replacement of Zinsco electric panels:
 - Most of the Zinsco residence panels have been replaced. We have documentation about the replaced panels for insurance purposes.
 - We still await delivery of the larger service panels. They have been ordered and we have paid half the cost of the panels (not including labor).
- Green Committee:
 - The committee continues to pursue a solar-electric system on the roof of Willamette Towers.
 - The two Elm trees near the north-west corner of the building were removed by the city because of Dutch Elm Disease.
 - The city will grind (remove) the stumps so we can replant a new tree(s).
 - We will consider fixing a bump in the concrete sidewalk.
 - As discussed in previous minutes, we have a new way to pay for washing and drying our clothes. There are two dryers (the two on the far-left) that will allow a person to pay less money and dry the clothes for less than an hour.

We discussed the possibility of talking to our Washer/Dryer company asking to have more than two dryers like this. We decided not to do anything at this time.

- Budget Committee (Jesse, Alex, John Rose): They will continue to work with Diane regarding income/expense numbers. They will ask Diane for more expense information.

Unfinished business:

- Diane will contact State Farm and give them a Zinsco update. We may contact our attorney about the building insurance situation.
- Automobile damage to entry gate: David has written a letter to the responsible party. He will send this letter to Diane for her to review and send to them.

The meeting adjourned at 5:58 PM.

Next board meeting: **THURSDAY, 11/21/2024 @ 5PM**

Willamette Towers Board Meeting

November 21, 2024 @ 5:00 PM

ATTENDEES:

Board members (in person):	Clyde Horn, Jesse Fittipaldi, Hal Dillon
Board members (via Zoom):	None
BMC Personnel (in person):	Diane Sollinger
BMC Personnel (via Zoom):	Dave Saraceno
Owners (in person):	Richard Bomball, John Rose
Owners (via Zoom):	None
Call to order: 5:08 PM	

Motion to approve today's agenda:	Clyde	2 nd : Hal	Unanimous
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Motion to approve minutes from 10-29-2024:	Clyde	2 nd : Jesse	Unanimous
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Treasurer's Report:

Month ending October 31, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	10/01/2024]	\$22,574	prev: \$12,253
Ending Cash Balance	[10/31/2024]	\$29,747	prev: \$22,274

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$22,793
ACTUAL Total Operating Income:	\$22,264	prev: \$23,378
ACTUAL Total Operating Expense:	(\$30,990)	prev: (\$27,090)
BUDGETED Total Operating Expense:	(\$22,143)	prev: (\$29,943)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$227,933	prev: \$205,139
ACTUAL Total Operating Income:	\$230,275	prev: \$208,011
ACTUAL Total Operating Expense:	(\$298,213)	prev: (\$267,224)
BUDGETED Total Operating Expense:	(\$229,233)	prev: (\$207,090)

3. Notable Expenditures:

- \$10,696 for flood insurance premium
- \$2,870 for 4th quarter elevator maintenance
- \$2,000 common area carpet cleaning
- \$1,575 for 206 electrical panel replacement

Reserve Account Summary

Opening Balance	[10/01/2024]	\$276,746	prev: \$278,353
Credits this Period		\$0	prev: \$19,743
Debits this Period		(\$0)	prev: (\$22,165)
Change in Value this Period		\$783	prev: \$815
Closing Balance	[10/31/2024]	\$277,529	prev: \$276,746

Notes about Reserves:

- Primary Reserve balance: \$275,317 prev: \$274,502
- Plumbing Reserve balance: \$1,492 prev: \$1,492

End of Treasurer's Report

Motion to approve treasurer's report: Clyde 2nd: Hal Unanimous

Owner's Forum:

- No comments

Committee Reports:

- MMRC (Major Maintenance and Repair Committee):
 - Elevator shaft "Exhaust Air-Filter" issue: Jesse will contact Systems West Engineering and ask about the seriousness of the "dirty air filter" issue.
 - Big Plumbing Project (BPP): The MMRC is reaching out for bids.
 - Painting yellow parking lines at the north end of the building. Postponed until we have reliable dry weather.
- Green Committee:
 - We will contact the city and Friends of Trees to get a list of trees that we may choose from.
- Budget Committee (Jesse, Alex, John Rose):
 - The committee submitted their 2025 Budget. It includes a 5% increase in HOA dues. It was approved by the Board.

Motion to approve 2025 Budget: Clyde 2nd: Hal Unanimous

- Unfinished business:
 - All the Zinsco electric panels have been replaced. Dave will confirm that we have all the documentation of this fact.
 - We voted to approve the \$225 water-shutoff fee.

The meeting adjourned at 5:48 PM.

Next board meeting: **Tuesday, 11/17/2024 @ 5PM**

Willamette Towers Board Meeting

December 17, 2024 @ 5:00 PM

ATTENDEES:

Board members (in person):	Clyde Horn, Jesse Fittipaldi, Hal Dillon, David Igl, Alex Howe
Board members (via Zoom):	None
BMC Personnel (in person):	Diane Sollinger
BMC Personnel (via Zoom):	Dave Saraceno
Owners (in person):	Richard Bomball
Owners (via Zoom):	Rick Lowell, Don Peters, Tom Ferrer
Call to order: 5:03 PM	

Motion to approve today's agenda:	Hal	2 nd : Jesse	Unanimous
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Motion to approve minutes from 10-29-2024:	Clyde	2 nd : Jesse	Unanimous
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Treasurer's Report:

Month ending November 31, 2024

Operating Account Summary (aka Trust or Checking account)

Beginning Cash Balance	11/01/2024]	\$29,747	prev: \$22,574
Ending Cash Balance	[11/30/2024]	\$30,832	prev: \$29,747

Budget-Comparative

1. Month-to-Date Details

BUDGETED Total Operating Income:	\$22,793	prev: \$22,793
ACTUAL Total Operating Income:	\$24,242	prev: \$22,264
ACTUAL Total Operating Expense:	(\$16,906)	prev: (\$30,990)
BUDGETED Total Operating Expense:	(\$22,143)	prev: (\$22,143)

2. Year-to-Date Details

BUDGETED Total Operating Income:	\$250,726	prev: \$227,933
ACTUAL Total Operating Income:	\$254,516	prev: \$230,275
ACTUAL Total Operating Expense:	(\$315,119)	prev: (\$298,213)
BUDGETED Total Operating Expense:	(\$251,376)	prev: (\$229,233)

3. Notable Expenditures:

- \$1,602 to Vial Fotheringham LLP for Bylaw Amendment

Reserve Account Summary

Opening Balance	[11/01/2024]	\$277,529	prev: \$276,746
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Credits this Period	\$19,743	prev: \$0
Debits this Period	(\$0)	prev: (\$0)
Change in Value this Period	\$729	prev: \$783
Closing Balance [11/30/2024]	\$298,001	prev: \$277,529

Notes about Reserves:

- Primary Reserve balance: \$288,635 prev: \$275,317
- Plumbing Reserve balance: \$8,637 prev: \$1,492

End of Treasurer's Report

Motion to approve treasurer's report: Clyde 2nd: Jesse Unanimous

Owner's Forum:

- One owner asked whether paying Building Insurance from Reserves is OK.

Committee Reports:

- MMRC (Major Maintenance and Repair Committee):
 - Elevator Room:
 - The "Never Replaced Exhaust-Air Filter" issue: Jesse will contact Systems West Engineering and ask about the seriousness of the "dirty air filter" issue.
 - It is reported that the DHP (Ductless Heat Pump) that keeps the elevator room at the proper temperature needs to be replaced. We need to contact Otis Elevator and get the correct specifications for the replacement DHP.
 - Electrical panel update:
 - We have the necessary documentation for insurance companies.
- Green Committee: Nothing to report
- New Business: None
- Unfinished business:
 - We have the necessary Residential Electric Panel Replacement documentation for insurance companies. The "common area" panels are the next and final panels to be replaced.
 - Insurance Amendment: We will have an administrative board meeting to discuss whether we need to get answers and input from an attorney.
 - Damage to entry gate for the upper-level parking area:
 - The board composed a letter regarding who is responsible for the Entry Door damage. We voted to send this letter.

Motion to send letter: David 2nd: Jesse Unanimous

The meeting adjourned at 5:38 PM.

Next board meeting: Tuesday, 1/28/2025 @ 5PM