

NORTH SHORE TERRACE CONDOMINIUM HOMEOWNERS ASSOCIATION
Board Meeting May 8, 2010
10:00 AM, South Beach Community Center

Directors Present:

Rafael Miranda
Reuben Johnsen
Al Gilhuly

Paul Amundson
Carol Sumner
Dolores Johnson

Others Present:

Viva Worthington, unit owner
Lee Hardy, Yaquina Bay Property Mgmt

Ed Hallahan, unit owner
Ken Brophy, General Contractor

CALL TO ORDER:

Rafael called the meeting to order at 10:00 AM.

AGENDA REVIEW:

Ken Brophy was present to discuss his proposal for siding corrections to the 86 and 96 buildings. Current year project status was moved to the first order of business.

Discussion of the white garage doors was added as an item of business. The satellite dish on 66F was added as an item of business.

I. CURRENT YEAR PROJECT STATUS:

Ken Brophy presented diagrams of the 86 and 96 buildings, showing where siding needs to be replaced. He discussed his plan to approach the work, indicating that he would like to break his proposal down by unit, do one unit, and then refine his proposal for the remaining units based on his findings on the first unit. He was confident of his proposed cost for the 86 building at \$29,500.00. There will be the need to remove parts of the fence between 76 and 86 in order to do the work, but the work can be done a section at a time, so only one section of fence at a time needs to be removed and reinstalled.

The 96 building is more complex since prior work has addressed siding on the south facing walls, but different amounts of siding have been replaced on different units. 96A needs the most siding replacement at this time. Paul and Ken will meet after the meeting to clarify how much other siding, if any, will need to be replaced on the south walls of the other units. The north and east walls are more straight forward as no siding work has been done yet on those exposures. Ken's estimate for the 96 building will be revised accordingly.

Ken said that the new siding will be pre-primed Hardi-Plank, installed with stainless fasteners over a new style water barrier designed to drain water that may get behind the siding. This type of barrier is now required by code, and the product Ken will use is called "Rain Drop". Vulkem caulk will be used on all seams in the siding. The siding will need to be painted after installation.

The other project discussed was the replacement of the metal panels alongside the 86 building entry doors with windows. The metal panels are rusting and unsightly. Other buildings in the complex have windows in the same location. Ken said that the windows would be installed at a cost of material plus \$150.00 per window, and he provided pictures of the window style options. A motion was made, seconded and passed to use window style S210LE, a half-light panel with low E glass. These will be obtained from Lincoln Glass who will also do the installation. The window trim might be salvaged for reuse if the windows do not come self-trimmed. The cost estimate for this project is about \$2600.00 plus Ken's time for oversight and coordination.

Ken indicated his schedule is open for the summer for these projects. Lee will obtain painting estimates for the new siding while Ken refines the proposal for the 96 building after identifying more precisely the siding areas on the south side that need replacement. The refined proposal and the painting bid will be presented to the board for consideration.

Ken also noted that some of the new decks installed last year will need a second coat of sealer this year. He will provide an estimate for this work as well. This will come out of the maintenance budget.

A motion was made, seconded and passed to accept Ken's proposal for replacing the siding on the north and east sides of the 86 building. A decision on the 96 building will be made once the amount of siding that needs replacement is confirmed. A motion was made and seconded to allow the board to make a decision on this project by email once the data is in. This motion passed without opposition.

II. MINUTES OF JAN. 3, 2010 BOARD MEETING

Viva noted that she was not mentioned in the minutes of the January meeting as being present at that board meeting. Further, she expressed interest in joining the board as a director. Rafael indicated that she can offer her candidacy for the board during the nomination process at the annual meeting to be held June 12, 2010. A nomination form will be sent out prior to the meeting.

A motion was made, seconded and passed to approve the minutes of the January 3, 2010 board meeting with the correction noted.

III. PLANNING FOR THE ANNUAL MEETING

An agenda for the annual meeting will be finalized at a meeting of the board to be held May 29, 2010. Lee will send out the draft outline with the statements in May along with a nomination form for the board of directors' positions and a proxy form for those who are unable to attend the annual meeting.

IV. ENTRANCE SIGN FOR NORTH SHORE TERRACE

Rafael displayed a proof for the sign that is proposed to replace the existing North Shore Terrace sign. It has a directional arrow that should be easier to understand for those entering the subdivision. It was decided to modify the original design of the directional arrow. Also, directors present chose a sign material that is durable. Rafael will be out of the country for short period of time, so Al will follow through with the final order for and installation of the sign.

V. BUDGET REPORT

Lee reported that the operating account balance as of April 30, 2010, was \$25,542.08; and the reserves account balance was \$57,538.62. She reported that both sewer lift station pumps had been replaced due to failure of one of the old ones, and that the sewer line to the lift station had been replaced with a 2 inch line that was required to serve the new solids pumps. There was expense in keeping the lift station functional as well as the expense of the pump and sewer line replacement.

The sewer lift station maintenance account balance prior to the pump replacement was \$1,083.90. The cost to maintain function of the station during the time required to order and install the new pumps was \$1,085.00, including the cost to pump out the station. The sewer lift station reserves account balance prior to the pump replacement was \$1,973.30. The cost to replace the pumps, reconnect the electrical service and replace an amount of sewer line totaled \$4,367.13. At the end of the project, the lift station maintenance account balance was a negative \$1.10; and the lift station reserve account balance was a negative \$2,393.83. As the lift station surcharges come in over the next few years, they will be applied to the deficit until the account balances are zeroed out. If the surcharge is kept at its current level, this is expected to take 2.5 years.

VI. PARKING VIOLATIONS

Carol offered observations and suggestions regarding the parking congestion experienced primarily at the 66 and 76 buildings but which also spills over to the other buildings and to the guest parking spaces. She said she has spent some time looking at how to possibly expand the parking available to the 66 and 76 buildings. Possibilities offered included designating 4 or 5 spaces in the current guest parking spaces for the 76 building, asking Baywood Manor if they would lease parking space at the south end of their parking area to North Shore, and developing a flier or newsletter for all occupants which offers information on the rules for parking, satellite dish installation and other issues in a welcoming and informative or helpful manner. Other directors offered other ideas, and Lee reported that the city fire marshal had told her that a fire lane of a certain minimum width was required to provide access to all units. It was agreed that all of these issues and ideas needed to be addressed in an overall parking plan and directors committed to developing such a plan. Al and Paul offered to measure the parking areas to determine where fire lane striping might be installed to provide a clear demarcation of no-parking areas.

VII. WHITE GARAGE DOORS

Reuben noted that two unit owners had replaced their garage doors for individual reasons including age and wear and tear. The two doors are white and do not match the color scheme of the development. A motion was made, seconded and passed to have the two doors painted at the same time the new siding was painted this summer.

VIII. 66F SATELLITE DISH

An improperly installed satellite dish on unit 66F has been removed as requested.

IX. NEW BUSINESS

Ed Hallahan, owner of unit 76B, asked to be recognized and was given the floor. He reported that the unit next to his, 76A, owned by Ken Wallace, suffered damage to the interior of the garage due to a broken water line that soaked the interior of the 76A garage and dampened part of the party wall of the 76B garage. A serious mold growth occurred as the leak did not become visible for over 2 months. Ed said that mold abatement will start this coming week, involving demolition of the interior finish of the 76A garage and a little to the interior of his garage. After that a plumber will inspect the plumbing to determine why the unit shut-offs did not include the water line that broke. The water line that broke serves the exterior hose bib but runs above the garage ceilings in the attic crawl space. The report had come back that the break in the water line was caused by freezing temperatures, but it is suspected that the line was weakened by electrolysis. It was suggested and agreed that an electrician also inspect the plumbing to see if it was properly grounded. If there is a flaw in the plumbing design or grounding, recommendations can be obtained for corrective action than can extend to other units with similar vulnerabilities. The association will bear the expense of the electrical inspection. What is learned may provide a plan of action that can prevent this from happening in this and other units in the future.

X. ADJOURNMENT

This meeting adjourned at 12:05 PM.

Lee Hardy
May 8, 2010