

NORTH SHORE TERRACE CONDOMINIUM HOMEOWNERS ASSOCIATION
Board Meeting Dec.10, 2016
Office of Yaquina Bay Property Management, Inc.

Directors Present:

Rafael Miranda Karen Eibner Elliott Black Roger Leo (via phone)

Others Present:

Lee Hardy, Yaquina Bay Property Management, Inc.

Call to Order/Establishment of a Quorum:

Rafael called the meeting to order at 10:00 AM. Four of five directors were present either in person or via phone, constituting a quorum.

Minutes of Sept. 17, 2016 Board Meeting:

A motion was made, seconded and passed to approve the minutes of the Sept. 17, 2016 board meeting as written.

Financial Report:

Lee reported that the operating account balance as of Nov. 30, 2016 totaled \$7,196.01, and the reserve account balance totaled \$34,494.85. She said she received the invoice from Maier Roofing for the final bill on the roofing although the skylights replacement remains to be done. The total bill is \$28,771.00 which is \$6,450.00 more than the original estimate due to findings which affect the number of skylights being replaced and the nature of the flashing installed on the skylights replaced previously. There are three more skylights that need to be replaced, two because they were not included in the original count performed by Northwest Roof Maintenance and one because it was improperly installed and could not be removed without breaking it. The flashing on some of the newer skylights was not tall enough and would lead to future leakage, so new flashing kits were ordered for those. These changes became evident once the old shingles were removed. The shingle work has all been done. Rafael noted that there are extra bundles of shingles left on the job site. Roger suggested we might be able to use those on the 85 building. They could be stored in the storage room where the mailboxes are. Lee will advise the roofer to place the shingles in storage at North Shore Terrace. A motion was made, seconded and passed to approve the invoice as submitted. Lee said she will make a partial payment now, and then the balance will be paid when the skylights are replaced.

Rafael asked if Ken has been paid in full for all of his work to date. Lee said she was not sure but would be having a meeting with him. Roger suggested that Ken be asked to do an inspection and provide an estimate for work remaining to be done in 2017.

Old Business:

66B Patio Cover Update: Roger reported that his examination of the patio cover on 66B when he was able to connect with that unit owner revealed that the structure extended over and past the north fence encroaching on Meritage property and that the structure was attached directly to the siding of 66B. After speaking with the 66B owner, Roger said he understood that she would remove that structure and that the request to make the correction was well received. Elliott said 66B now has a miniature greenhouse but construction debris was still present. The greenhouse sits on the deck. Roger said she added some decking when she moved into the unit. Elliot said he could not tell if the greenhouse was attached to the siding. Rafael said we need to make sure the siding was restored and that this item of business will remain open until the next board meeting to give time to verify that the illegal structure and any damage to the siding are taken care of. Karen said she thought a cordial visit would be a better approach to the situation. Other directors agreed.

Holes in 86F Siding: Lee said this task will be added to Ken's project estimate list.

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96 Deck Status and Fence Status: The board asked that Ken provide estimates for any remaining deck work on the 96 buildings and any fencing in need of repair.

96C Water Shut Off & Heater Exhaust Vent: Ken had noted a heater vent cap on the 96C garage roof was off. He also reported that the shut off valve for that unit was leaking. The board asked that a plumber be called to inspect the shut off valve, determine if it is on the city side or the owner side of the meter. The board wanted the plumber to check all of the shut off valves for leakage.

Sewer Lift Station: Elliott said that the sewer lift station red alarm light came on a couple of weeks ago, but there was no siren. Lee suggested looking at the electric panel for that station. She will have a plumber or electrician check that out. Rafael recommended setting up an inspection schedule for the sewer lift station. Lee said she will see if there are alternatives to the one contractor who does most of the pump service in the county as that contractor may be retiring soon.

Power Washing the 96A-D Building in 2017: Rafael said that Ken recommended power washing the 96A-D building to see if it really needed painting in 2017. Ken had commented that he did not think it did as he had painted it in just the last few years after doing siding work on the building. Lee will ask Ken for an estimate for power washing.

Pruning Trees on the East Boundary of the Complex: Lee said she has had requests that trees be pruned that are overhanging 76G's roof. She will talk to Ryan at Ground FX for an evaluation and estimate.

Severely Pruned and Topped Tree at LaQuina Shores: Roger said that tree on LaQuina Shores property was recently limbed really high and then topped. It looks like a standing log. Rafael will check with the HOA chairman there. Lee noted that the tree contractor they have used for years was recently injured and suggested this was a tree removal that is not yet complete.

New Business:

Karen asked if she can add pavers to her back yard. There is no decking there now. She was advised to contact Ground FX so that work can be done without interfering with drainage.

Next Board Meeting:

The next board meeting is scheduled for 10:00 AM, Saturday, May 13, 2017. It will be held at the office of Yaquina Bay Property Management at 146 SE First St, Newport.

Adjournment:

A motion was made, seconded and passed to adjourn this meeting at 10:42 AM.

Lee Hardy
December 10, 2016