

Cardinell View Lofts Condominiums

Board of Directors Meeting Minutes

April 4, 2016 @ 6:30 pm

Rogue Hall 1717 SW Park Ave.

BOARD MEMBERS PRESENT	Scott Trinkle, Andrew Ferguson, Kathy Kerr, Amy Spiker
BOARD MEMBERS ABSENT	Mike Whiteford
MANAGEMENT PRESENT	Jennifer Evans, Mandi Presler, TMG, Inc.
CALL TO ORDER	The meeting was called to order at 6:31 pm
APPROVAL OF MINUTES	Minutes from February 1 st meeting were approved.
HOMEOWNER FORUM	<ul style="list-style-type: none">• Scott reported that there was a high level of heat on the lower floors, so one burn cycle was turned off.• One homeowner's car has been broken into multiple times.• A homeless camp has sprung up next door to our property. It can be reported on the City of Portland website. Scott will post the website address on the whiteboard in the lobby. The more people that report it, the more likely something will be done.• The back parking lot has 3 lights that are burned out making it very dark. Jen will coordinate with Squires Electric to replace bulbs, which they were supposed to do on their last visit.
Questions & Answers	<ul style="list-style-type: none">• Question: Who is the appropriate person to contact at TMG? One homeowner reports having difficulty getting responses. Answer: Currently, our community manager is Jennifer Evans. The name of the community manager is always available on the TMG Website.• Question: Is our building in violation of ADA Accessibility requirements? Answer: No. Many buildings that were built prior to the law do not have to make changes unless there is a major renovation.• Request: Can we have a trash can outside?• Request: Can we put in outdoor seating in the front? Answer: Scott will look for an inexpensive bench to install on the first landing of the front steps. It would need to be secured to the railing.• Question: Is it possible to have building-wide internet service? Answer: We have a contract in place with Xfinity to provide and service internet cable service at unit owners' expense.• Question: What was the reason for the increase in HOA dues? Answer: Primarily utility costs – water & gas.

MANAGEMENT REPORT

ADMINISTRATION

Owner
Correspondence

Request for increase of the one-second delay on front door after using FOB.
Metro Access Control needs to replace a module. Jen will schedule that work.

Compliance Issues:	Incense. If the smell bothers neighbors, then it needs to stop.
Rules & Regulations:	Move-In/Move-Out fees. The recent changes are not the same as the Resolution. The rules for Move-In/Move-Out should refer to the Resolution. Fees must be the same for owners and renters.
Towing:	The contract with Retriever Towing is up for renewal. Owners with parking spaces need to know the code in order to call Retriever to remove a car parked in their spot.
Homeless Camp:	TMG has city contact information and will post in the lobby and on the TMG website.
Xfinity Contract:	TMG recommends that we have legal counsel review the contract. The HOA owns the wires. Replacement would be costly. There is no cost to the HOA for the contract. Owners have separate contracts with Xfinity which pays for use of the wires for internet service.
Board Member Ed:	TMG recommends that board members attend free classes provide by TMG.

FINANCIAL

Delinquency Report	Two units are delinquent.
Signature Cards	Board members signed the necessary signature cards for the new bank.

REPAIRS & MAINTENANCE

Window Cleaning	Board decided we do want to have the windows cleaned since it has not been done for several years. TMG will ask for contractor bids.
Doorway Roofing	A small roof above the doorway needs to be re-surfaced. TMG will obtain bids.
Reserve Study Items	<ul style="list-style-type: none"> • Interior painting: TMG will obtain bids for painting hallways, doorways and molding. Scott noted that molding needs caulking prior to paint. • Parking Lot Asphalt: Will be scheduled in May. Owners will be given 20-30 days' notice. • Fire Control Panel Inspection is due. • Power Washing: Board approved purchase of a power washer and a shovel for the building. • Mats: Scott purchased new mats for the front and bottom of stairwells. • Carpets: Floors 3, 5, 6, 7. The board decided that we do not need to replace those carpets yet. Will get bids for cleaning. • Elevator Floor: Scott will strip the wax, which will eliminate the discoloring and scratches. • Front Hand-rail painting: This will be done by the company that painted the fire escape as a new contract. • Lock-Tree: Will remove old locks.

EXECUTIVE SESSION

Adjourn to Executive session at 7:51pm

1. Unit on 7th floor with recurring water damage on ceiling from roof leak. The ceiling spot is getting larger. TMG will bring in a contractor to fix the ceiling and try to identify the source.
2. A meeting was held between our legal counsel, Hayes Consulting, legal counsel for the penthouse owner and an engineer hired by the penthouse owner. The penthouse owner agrees to fix everything that we requested except for installation of a door replacing the window that provides access to the north roof. We will suggest replacing it with a full egress window instead. With the egress window, the board will accept and sign the agreement.
3. Unit delinquency details were discussed.
4. Smoking issues were discussed.

ADJOURNMENT

Adjourned at 8:18pm.