

# Willamette Towers Board Meeting

Meeting TUESDAY, September 21<sup>st</sup>, 2021, 5:00pm via ZOOM

## Board Members

Jesse Fittipaldi  
Hal Dillon  
Clyde Horn

## BMC Personnel

Dave Saraceno  
Diane Sollinger

## Owners

Rick Lowen  
Jean Kern  
Tom Ferrer  
John Rose

**Call to order:** 5:02 PM

**Agenda Approval:** Clyde moved, Hal 2<sup>nd</sup> - Unanimous approval.

**Previous Meeting Minutes Approval:** Hal moved, Jesse 2<sup>nd</sup>, Unanimous approval.

## Treasurer's Report:

Month ending August 31, 2021.

### Operating Account Summary

Beginning Cash Balance	[08/01/2021]	\$30,604
Ending Cash Balance	[08/31/2021]	\$39,053

### Budget Comparison

1. Month-to-Date Actual		
Total Operating Income		\$21,203
Total Operating Expense		(\$14,762)
2. Year-to-Date Actual		
Total Operating Income		\$142,873
Total Operating Expense		(\$132,595)

#### Notes:

Some units (other than the commercial account) have balances due. Reminders were sent.

Non-ordinary expenditures: Partial payment for reserve study: \$3,300

### Reserve Account Summary

Opening Balance	[08/01/2021]	\$332,457
Contributions		\$18,480
Withdrawals		(\$18,484)*
Interest		\$3
Closing Balance	[08/31/2021]	\$332,456

#### Notes:

Primary Reserve balance: \$165,976

Plumbing Reserve balance: \$166,480

\*Money was transferred from reserve fund to operating account for replacement of North and East building entry doors (\$8,396) and for engineering for the plumbing project (\$10,088).

**Move to Accept Treasurer's report:** Approval will be later after Diane and Hal figure out what the correct information is.

### **BMC Report:**

1307-1309PM,- Hal and Clyde will go to do walk thru of the space Weds next at 4PM Jesse at 5PM.

Entry gate proposals - Clyde Moved to repair current door and rehang - "Option #1" of contractor's bid.

### **Committee Reports:**

#### **MMRC:**

**Plumbing** - Jesse has hired a consultant [paid for from consultants line item] to guide the plans, etc. through City Permitting process. We currently do not know how much the permits will cost. Jesse estimates that construction could begin early October.

**Garage upper deck cracking-** Diane will call the engineer in charge of the concrete pour for his evaluation of current state of cracking and any recommendations for amendments to the structure.

#### **Security & Technology:**

**Fence** - One contractor has submitted a bid for: a 3' high black chain link fence with slats to discourage climbers across the back wall, with spikes on top similar to the Tate's, an 8' tall black chain link fence panel with slats to match the back wall, and an 8' front fence of materials to match the current fence. We are currently awaiting a second bid. After both bids are received, other fencing styles/materials options can also be considered.

**Fire alarm bell** - ordered another bell to test - cost ~\$550.

**Owner's Forum:** Rick suggested that a timer be used on the entry gates to leave them open during the day [8AM-6PM] to reduce the wear and tear. Dave will check with door contractor to see if that is possible to automate. John mentioned that the parking strip soil is very poor and some serious digging and replacing of the old layers of mulch etc needs to happen to give the plants there a chance. Hal moved to hire a landscape architect to evaluate the current status and advise the best choices to make about reducing the sidewalk safety hazards due to root heave and other concerns about how best to set up the Parking Strip. Jesse 2<sup>nd</sup> - Unanimous. After the architect's evaluation and recommendations are in hand, ask the City Arborist, Scott, and the Friends of Trees group for their take on the plan.

#### **Old Business:**

**Hotel-type accommodation duration** - Due to the current pandemic, rentals are limited to durations minimum = 3 months. After the pandemic has cleared, the minimum duration can be = 30days [as per definition of "transient"] or as set by a vote of all the owners with a 75% yes vote to amend the bylaws to define the duration. Jesse moved, Hal 2<sup>nd</sup> passed. This must be addressed at the February

Annual meeting. The definition of “hotel-like” should be officially set in the bylaws by vote of the owners.

Rooftop rental approval with Michael Barrow will be postponed until a contract has been sent to us.

### **New Business:**

**Flood Insurance** Suggested to increase our coverage to be closer to appraised value. Clyde moved to pay new premium of \$14,526 Hal 2<sup>nd</sup> Unanimous. Diane will see to payment in October.

### **Next Meeting**

Tentatively set for October 26, 5PM via Zoom

**Adjourned at 6:00PM**