

Collins Lake – Board of Directors Meeting

April 16, 2007

Attendance:

Board Members:

Present

Burke Rice
Ronnie Wilson
Brian Clopton

Not-Present

Chis Jones
MaryJean Williams

Staff:

Present
Rob Hudson

Recording Secretary:

Present
Curt Jutzi

Legal:

Present
Rhonda Elledge
Pete V.
Robert Muth
Dave Young

Minutes:

Mt. Hood Mgmt Report:

- Past Due Accounts (Burke – Last report appears that they are getting worst) The delinquent reports are not getting posted. There are 5 units in collection. Burke clearly stated that he needs Rob to ensure that the report is posted the day it arrives.
- Report should consist of 3 Columns, one for each special assessment and should clearly state the 60days past due accounts.
- Reverse any charges where we asses more than one late fee a month. I.E. we should charge only one late fee per month per unit.. These should be posted to the dues account. **Motion Burke** only charge one late fee / month per account. There should not be a fee for each assessment. **Motion Passes.**
- U149 (fox) needs to be cleared up, it is holding up the Audit review. **AR: Rob**
- Preliminary audit report is in
 - There is a lot of open issues and in-accuracy in the report.
- July 15th is dead line for Moisture Report and damages reports for all units.
 - Pete will be contacting every home owner to ensure there is a report for everyone who has had issues.
 - Lawyers are collecting all reports and building matrix to ensure that we have a report on each. This will be cross referenced with Rob's data. Not 100% correlation at this point, but Pete's team will follow up to ensure Completeness.
- Pool – Closures proposal
 - Main Pool Hours
 - Mon-Thur Closed
 - Friday 3pm to 11pm
 - Saturday 9am to 11pm
 - Sunday 9am to 9pm
 - Pool temp has been dropped to 85degrees (from 91) to reduce Propane use
- **Pool report**
 - There are quite a few issues with the pool.
 - Current Ceiling leak in pump house causing some potential issues with pump damage.
 - The Sump pump in the manhole is currently not working
 - Pipes in pump house need bracing to keep from longer term issues.

- Current pipes to leisure pool are not going to be warranted due to the way they were installed.
 - **Critical issue** : Chemicals were left open which could cause corrosion to equipment as well as potential fire hazards..
 - **Critical issue:** The Chlorine is not being kept in a separate location. The Chlorine must be kept separate to help mitigate future damage.
 - Testing for pool (8:am and 6:pm) must include results and chemicals added. This is not being done.
 - No County Reports were found. We need to keep County reports (yearly) Our costs for the inspections are \$1,200/year. Rob claims that the County Health inspector is not furnishing us any report, simply re-issuing us a license. i.e. The County is currently furnishing us with any punch-list / reports. **AR:** Rhonda will chase this down with the board of health
 - Books for the Pool
 - \$1,800 heat exchanger had a problem – 6mo later we paid it again because it failed. – Cascade said there were chemical in-balance issues or there were exhaust issues because snow was built up against the vent.
 - There is Scaling in the leisure pool which could be caused by chemical in balances. The result will be that we need to re-plaster the pool sooner than later.
 - Legacy report (propane) for the pool has been published. Our current usage is up from last year. If we stay at the current usage the target next year will be \$96,000. We are currently budgeted for \$85K.
 - **AR: Rob** Get Electricity Costs for the Pool and Clubhouse. Rob's current estimates are \$700-\$800/month. Rob to get back to Rhonda regarding costs.
 - **AR: Rob** to come back with a list of thing that have been fixed, and things that are still outstanding to complete for pool issues.
 - Leisure pool has some plastering issues. It is not known if the reason there are issues is because of poor chemical balance, or poor installation of the original plaster on the pool. It is deteriorating faster than expected, and may need to be re-plastered. Estimated costs for re-plastering the pool are \$20,000.
- **Special Funds**
 - Mt. Hood Management has been keeping track of the assessments. These records for both Fund 1 and Fund 2. Each needs to have invoices posted **AR: Rob** to bring the accounting book to each HOA meeting for Board Review if there are questions. **See AR Items 22&28.. This was stated in March Meeting**
 - AR: Rob** Quarterly (End of March) Mt. Hood Management to provide the HOA board a detailed General Ledger.

Old Business

- **Fire Damage Building Q.**
 - Fireman's Fund Fire Damage report has been issued. There are some discrepancies which have been noted. These are still being worked by HOA board.
 - Cause in Origin Report
 - Fire Chief has not issue any reports at this time.
- **AR: Rhoda** to chase down additional things to add to the Mt. Hood Letter
 - Security Guard
 - Pool issues
- Clopton Construction has not been paid for any of the Emergency snow removal during the fire incident.
- Legacy. Pipe connector proposal from Ken. Letter submitted to Dave.
 - Burke's feeling is that Legacy wants to start next week. They would like to re-pipe a building to show the process. Legacy will re-do units at their expense.

- **AR: Burke** to get the propane tank map to Pete.
- Burke's proposal is that Legacy be allowed to put brackets on Meters as proposed. Legacy is not requiring a contract, and he would like to do this ASAP.
- **AR: Pete** to send a letter confirming the proposal and assumptions to confirm with Legacy so they can move forward. There are some units that Ken (Legacy) claims may require inside wall work. Pete to ensure that he can proceed to the extent that he replaces and ensures the exterior / interior changes are returned to pre-change use. Ensure that Ken(Legacy) includes the pool & Clubhouse in the work.
- **What will we do with the 16 tanks / 29 buildings.**
 - Reason for re-doing the tanks.. It is expected that the Fire Marshal will require a clear path to each tank 7x24 year around. To do this we will require that these tanks be consolidated.
 - The reason for this current layout was that Legacy was initially asked to design for 19units.. Ken (Legacy) asked Hanna what he was going to do with the next phases. Hanna's team had no solid plan and there fore the result was very Hodge Podge. The results are that we have 16 separate Propane tanks. This would be very expensive to keep clear (impossible at this point).
 - We would like to see a 2500Gal tank and dig up the 16 tanks that are there today. These Tanks have some value and Legacy can re-use these tanks.

New Business

- Concept Design report. This needs to be approved as soon as possible given the time-frame to start the re-build on Building Q. (See design proposal)
 - Bid Proposal for fire damage need to be completed.
 - Burke asked how many of the proposed contractors have experience with restoration projects of this magnitude (i.e. given they're going to do building Q, should we not consider who ever we choose for building Q re-construction also be used for the re-work on the rest of the complex)
 - Set Dates for Interviews for RFP
 - **AR: Pete** to coordinate times with Dave to identify the time line for the plans.
 - HOA needs to approve
 - RFP will be for
 - Re-Construction of Units
 - Re-Design of he Roof

LawSuite

- Names have been identified
- Depositions have been said.
- Document discovery is continuing
- Destructive testing begins in June
- Trial is still Feb 9th of next year.

Communications

