

The Chalets at Collins Lake Resort®

Homeowner's Association

BOARD OF DIRECTORS MEETING

HELD: Thursday, December 17, 2009

Minutes Revised: January 11, 2010

APPROVED: Wednesday, January 20, 2010

Attendance:

Board Members:

Burke Rice
Rhonda Elledge
Steve Smith
Mike Kocher

Mt. Hood Management:

Brett Fischer

Recording Secretary:

Chris Jones

Guests:

Ronnie Wilson Kurt Bruun
Eric Sanders Dave Young

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1. **APPROVED NOVEMBER 18, 2009 MINUTES**
 2. **MANAGEMENT REPORT (Brett)**
 - 1) Financial Issues regarding reduction of dues and general maintenance.
 - 2) Pools are up and going – heater is having an issue but Cascade Pool “Travis” is helping out.
 - 3) The Lodge took a lot of time to get up and running. The Sauna was vandalized.
 - 4) Need to replace the sand in the pool vacuum. This will be done by the Management Company.
 - 5) A water main froze and broke, cutting water to 3 buildings. The water company quickly repaired the main. We need to look into insulation of the water main boxes.
 3. **BUDGET** – Discussion on the budget and what is in and what is out.
 4. **MAINTENANCE** - We need to continue to keep logs for all maintenance work performed.
 5. **POOL USAGE** - At this time, tracking the number of people using the pool at what days and times is not monitored specifically. If the pools are not needed – then they are not opened. If only one or two people want to use it, the Leisure Pool is opened (503-272-3051 – 503-928-3498). MHM has been operating the pool by demand all during the month of December, and all pools are opened on weekends.
 6. **FORECLOSURES** – If a mortgage company takes over a unit then we should look to the mortgage company to pay the dues. Need a legal opinion.

7. **MANLIFT** – We are going to keep it for at least one more year. Lorentz Bruun is sending a mechanic to look at its current issues.
8. **BANK ACCOUNT** – We currently have deposit issues at Bank of the West. We are looking into using Clackamas Co. Bank which is located in the town of Welches. Brett will obtain further information about Clackamas Co Bank – i.e., security and FDIC coverage. The BOD has no objections thus far.
9. **DUES** – Motion to keep dues at \$370.00 – the same as last year. The BOD review the Mt. Hood Mgt Co recommendations and discussed various items.

Rhonda motioned to approved

Burke 2nd

All Approved

10. **MAINTENANCE MANUAL** – All maintenance issues from RDH, Lorentz Bruun and Mt. Hood Mgt Co will be combined by Mt. Hood Mgt Co.
11. **INSURANCE REVIEW** – Chris will discuss insurance at the annual meeting including the fact that we don't have Earthquake or Flood coverage. Current coverage being reviewed by the Board.
12. **KITCHEN WATER** We are evaluating whether the kitchen pipes can be moved into the cabinets away from the outside wall. We are looking at the feasibility and associated costs for further study and consideration.
13. **LORENTZ BRUUN REVIEW**
 - 1) Eric Saunders
Kurt Bruun
Ronnie Wilson
Dave Young
 - 2) Review of change orders, lien notices and punchlist items. There are no major punchlist items.
 - 3) Hold back approximately \$150K for this project until all items are completed.
 - A) Need letter from LB identifying what is left to be completed to submit to insurance company.
 - B) Hold back approximately \$10K for Building Q until all items are completed.

The final bill is \$1,904,531.24 – outstanding: \$104,531.24.

Final owners will be an appendix to main maintenance manual.

14. **UNIT 107** – Is being tendered to Lorentz Bruun (LB). In consideration for work performed and as stated in the construction contract, the HOA tenders to Lorentz Bruun ownership of Unit 107 for a value of \$412K (\$200K cash against the rehab of units and \$212K assumption of the existing lien). The unit is tendered in an "As Is" condition. LB may begin to rehab the unit immediately.

UNIT 107 Vote
Steve motioned to approved
Burke 2nd
All Approved

15. **PROPANE** – LB will split out the bills to determine which costs are related to LB, and that are related to others. HOA will issue a hold harmless for work not related to LB issues.

16. **RDH – Engineering Bill**

Original contract:	\$265,000.00
Less Payments	<u>-\$210,577.48</u>
Balance	\$54,422.52

Today asking for: \$26,184.00 through Nov

(Remaining work should not use up the balance, but this is an estimate – exact amount unknown at this time.)

17. **UTILITY BILLINGS**

- 1) LB is going to issue a memo as to how they will handle overage in utility billings.
- 2) Electrical bills are being directly handled with units
- 3) Propane bills are being directly handled with Legacy

18. **FIRE DAMPERS** – Mt. Hood Mgt to check all units for proper fire damper operations.

19. **KEYS** – LB has destroyed all keys and cannot access any unit without condo mgmt knowledge.

20. **FALLING SNOW SIGNS** – The HOA is going to install bigger signs with new wording on all corners of buildings.

-Not responsible for damage signs

-Management Company will rope off heavy falling snow areas (triangle buildings)

21. **ANNUAL MEETING**

January 23, 2010, Saturday at 4:00 pm

Party at 6:00 pm – Food and Beverages to be provided by Mt. Hood Mgt.

22. **ELECTION – CURRENT CANDIDATES are:**

Joe Cory
Mike Adams

Potential candidates - have expressed interest (no candidate profile submitted) are:

Stacey Lee (financial person)
Brent Heiggelke

23. **RESERVE STUDY** – Is being completed and will be reviewed by Ronnie and Burke.
24. **BUILDING SIGNAGE** – The BOD discussed the issue of real estate signage. While the BOD understands the practice of placing a sign in the windows – the Bylaws; **Section 7.5 Restrictions and Requirements Respecting Use of Condominium Property, Item J Signage**, do not allow these signs. To change the Bylaws, 75% approval by all owners is required.

FINAL