

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF TANGLEWOOD TOWNHOUSE ASSOCIATION

JULY 2, 2012 BERG HOME

Present: Margi Zahler, Dick Zahler, Paul Torgerson, Priscilla Maughn, Pam Berg

Margi called the meeting to order at 7:15 p.m.

The minutes of the June meeting were approved as corrected.

Treasurers Report:

The 2012-2013 budget as approved at the annual meeting with a spread sheet for the year was handed out. The budget for the year is 54,720. An end of year statement was also provided. The treasurer stated all homeowners fees had been paid in full by June 30.

Installment payments are being accepted from 2 homeowners. One monthly payment for homeowners dues and another is paying the paving assessment in four installments.

Landscaping

A 2012-13 contract with Grovers has not yet been signed. Does the City of Lake Oswego need TO come out in the Spring to turn on the water and again return in the fall to turn it off or can we just do it ourselves? Dick to check on this.

New arbor vita trees in the cul de sac. Doing well because of all the rain we have had. Now the problem may be for them to get enough water as the weather gets warmer. . A discussion ensued on to which house we should run a hose from (John Mahedy's and Priscilla were both mentioned). Paul stated that for years he had been absorbing the water bill for half of the common area lawn between him and Nancy Hunter (19 and 21 Bloch Terrace). It was agreed that homeowners who routinely water common areas should be reimbursed and this will be discussed at the August meeting.

Some trees around Tanglewood need trimming. Dick will be talking with David Grover. Bloch Terrace needs to have the back slope cleared again. Priscilla brought up an on going mole problem and some suggestions were made by other board members on how to go about getting rid of them. Mole exterminating companies are expensive.

Maintenance:

The leakage problem discussed last month was resolved when David Grover walked around with Dick. Since Grovers had put in the sprinkler system originally, he knew where to look and adjusted the timer outside #12 Britten Court and replaced two sprinkler heads. The back flow issue is now a moot point.

The common fence between nos 37 and 35 Bloch Terrace is leaning badly and needs to be fixed. We need at least two quotes. Dick had already talked to one contractor and Priscilla will contact another so at least two bids.

Old Business:

Everything is arranged for the potluck picnic on August 7th. Co-ordinators are Paul, Priscilla and Patricia Robinson and any homeowners questions should be addressed to them

New Business:

Rules and regulation of the TTA CC & R's were discussed in relation to two instances that were deemed to be in non-compliance.

1. A letter was not received from #4 Britten Court regarding the painting of the exterior of the unit. Margi was uncertain that the color chosen was in the approved TTA paint palette. Paul and Pam both thought that it was the type of paint used that might be causing it to look different. It appears to be a high gloss. Margi stated she would look up the association rules and send a letter to the Van Guliks.
2. Vegetables have been planted on the common property between 15 and 17 Bloch Terrace. The Mt Park HOA states that vegetable gardens not screened from the street are not allowed. Margi will write a letter stating that since the owners were undoubtedly unaware of the rule, and since the tomatoes are now growing nicely that we would waive compliance for this year's growing period and suggest that in the future they could consider planting them in the back of their property as an alternative.

The Talneys have asked permission to paint the outside of their house: approved .

Paul has asked permission to touch up his garage door: approved.

Marcia Lynch at 7 Britten Court has requested that the board approve having all her windows replaced by Anderson Windows: approved

The meeting was adjourned at 8:20 p.m.

The next meeting is on Monday August 6th at 7:00 p.m. at Priscilla's home

The September meeting due to Labor Day will be on Monday September 10th at Paul's home

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF TANGLEWOOD TOWNHOUSE ASSOCIATION

AUGUST 6 2012 MAUGHN HOME

Present: Margi Zahler, Dick Zahler, Paul Torgerson, Priscilla Maughn, Pam Berg

Margi called the meeting to order at 7:05 p.m.

The minutes of the July meeting were approved as corrected.

Treasurers Report:

Three payments have been received so far on the assessment for the road repair. There is a total of \$31,572 in the reserve account, and the due date for the special assessment is August 16th.

Four homeowners have yet to pay the 6 month assessment for July through December. They will receive reminders. One homeowner is paying in 4 installments and another is paying monthly which is not a problem as the amount is directly taken from their account in the credit union where the Association banks.

Maintenance

Priscilla gave an undated report on the fence in back of 33, 35 and 37 Bloch Terrace. Priscilla contacted Carolee at Mt, Park regarding responsibility for repair of contiguous fences. Cement has been used for the repair of two posts in the fence behind 35 Bloch Terrace. It has successfully kept the fence upright, so the contractor will move onto the more difficult fence behind 33 Bloch Terrace. Carolee has offered to mediate on behalf of the Association to obtain the right to get onto the property on Sebelius Court. Access will be needed two times. The HOA is paying for the repairs. The project will be completed next week.

Carolee suggested that it might be helpful to meet every 3 to 4 months with other associations of a similar size to share problems that come up and possible solutions. She also suggested we might want to hire a management company.

Priscilla is watering the arborvitae trees using a soaking hose for about 2 ½ hours about three times a week.. The water bills will be analyzed at a later date to determine compensation.

Lake Oswego continues to replace sewers in the area. Our board has received repeated assurance from the city that there are no problems on our streets with tree roots etc.

Landscaping:

There were complaints from two homeowners to our landscape company about the August 1st severe pruning. One unit who was on the "do not prune" list had healthy bushes in full bloom in her front yard cut down and chopped back severely. The homeowner contacted Grovers directly and the bushes will be replaced. Another homeowner had the flowering annual in front of her front door pruned into a ball.

She called Grovers and complained about the problem. Since both of these owners work full time, they are never around when the crew is there.

The Board had a discussion in regard to these ongoing problems with the landscapers. Dick looked through the association records and could find no references to NO PRUNE instructions. Homeowners in the past have called David Grover personally, and set up their own rules, but then homeowners change and people sometimes run out when they see the crew and ask them to do certain things, so there does not appear to be a consistent formula for each unit. In the CC and R's the landscapers are responsible for the area in front of the garage and for the common areas in back and on the sides of Britten and Bloch Terrace. Since all the yards have different configurations, and there are some individual requests out there, it is hard for the Landscape company to satisfy everyone. The Board decided we need to have the pruning schedule that David Grover works with and a list of those units who have specific directives with the landscaping company. Dick will call him regarding this.

New Business:

The Andersons in number 23 Bloch Terrace would like to resoil in the back of their property and do some replanting of several different types of bushes such as Oregon Grape. She is an accomplished gardener. What needs to be decided is the best way to prepare for the new soil. Paul will do an inspection as he lives next door.

Marcia Lynch in number 7 would like to repaint her exterior and has some paint left over from another project which is not in our color chart which she would like to use. This request was denied. However it was agreed that only a few of the current palate is still available in color chips at Miller Paint company (the others have to be mixed) so that it would be a good idea to try and augment the current colors. Priscilla and Paul will look into this.

The Wilsers at 1 Bloch Terrace would like to take out three bushes between them and the driveway at number 3 Bloch Terrace as their cars are getting scratched. Permission was granted but the bushes need to be replaced with something.

Old Business:

There are still complaints about the high gloss finish on the exterior of number 6 Britten Ct. The paint used was in the agreed color palette but the finish is very shiny. A board member will find out the type of paint used.

The website should be easier to navigate and is not currently very friendly. It would help to have the C C & Rs revised to a more simple and understandable document.

31 people are due at the potluck tomorrow night. Co-ordinators are Paul, Priscilla and Patricia Robinson and everything is organized.

The meeting was adjourned at 8:40 p.m.

The next meeting is on Tuesday September 11th at Paul's home

Respectfully submitted

Pamela Berg

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF TANGLEWOOD TOWNHOUSE ASSOCIATION: Tuesday September 11, Zahler home 2012
Meeting called to order at 7:05 p.m.

Present: Margie Zahler, Dick Zahler, Paul Torgenson, Pamela Berg

The August minutes were accepted as corrected.

Treasurers Report:

Paving project went well. It was suggested that every 3-5 years the roads be treated to try and keep them in better shape for a longer period of time. Scot, the owner of the company who did the work will send an estimate for doing this to Paul or Allen Robinson.

All homeowners dues are in (with two owners making payments)..

Maintenance:

The fence repair has been completed for a cost of \$300. It is time to have Shannon in to clear up the back banks of Bloch and Britten.

#4 Britten is having her deck repaired and asked for board for permission

#6 called about a possible dead tree behind her property. The tree is apparently not dead but unsightly and could possibly be trimmed. Dick will ask Grovers about this.

There was a call from the owners of 6 Bloch Terrace (who are absentee landlords) about some ongoing problems with flooding in their living room. Water coming down the slope is getting inside and they want to put in a retaining wall. They were invited to come to the meeting to explain the situation since it needs more clarification. Lake Oswego had also put some orange lines outside the house.

Landscaping:

The yard between Paul and Nancy needs aeration.

The owners of #5 Britten asked for some tree trimming in their garden.

Old Business:

Paul and Priscilla went to Miller paint and found that paint chips were available for all the current palate colors.

Website on hold at the moment. Some more investigation needs to be done and somebody to help with the upkeep of the site. Renaud suggested keeping Google groups.

Discussion on instructions to Grover. How much would be clearing the islands be? A quote will be obtained.

New business

None

The next meeting will be on Monday October 1st at Paul's house.

Respectfully submitted

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF TANGLEWOOD TOWNHOUSE ASSOCIATION: Monday October 1, Torgerson home 2012
Present: Margie Zahler, Dick Zahler, Paul Torgerson, Pamela Berg, Priscilla Maughn

The September minutes were accepted as corrected.

Treasurers Report:

Homeowners dues: 36 homeowners have paid in full as of the end of last month. One has paid 75% and another is paying monthly.

The special assessment for paving has been paid by 36 homeowners in full and two have made partial payments.

Bank balances: \$40,025

Reserve balance: \$17,760

Water bills from the past three months for 37 Bloch were provided by Priscilla who has been watering the arborvitae trees, recently planted in the Bloch Terrace cul-de-sac. Compared to her regular bills there was a difference of \$45.00 which will be reimbursed to her. Paul still needs to figure out how much extra he spends to water the grass between his house and number 19.

Maintenance:

6 Bloch Terrace's foundation wall is leaking into the home and after conferring with the TTA Board between meetings, the matter was referred to Mt. Park who gave their approval for repair.

The Hitchcocks (7 Bloch) have asked to put in new double pane windows. Request was approved.

Is it an option to have somebody other than a city of Lake Oswego employee come out to turn the irrigation sprinklers on in late spring and off in late autumn? We have received a bid from Grover's to set the timers, make the necessary repairs and shut down at the end of the watering season. Priscilla will check with Allen Ryman who handled maintenance for many years, and also call the city to enquire about the policy. Several board members thought that a complete flushing out of the system once a year would be a good idea. Grover would charge \$325 for these services.

Landscaping:

The owners of #5 Britten asked for some tree trimming between their home and #3 Britten because the limbs are on their roof and they are concerned that the tree might fall down. in their garden and 27 Bloch Terrace also has some limbs that need trimming. Grover's have recommended a fellow to look at trees over 12 feet. Dick will get a bid. 19 Britten is concerned about her ability to leave the property in case of fire since the new arborvitae trees have been planted in the cul-de-sac behind her. She would like the planting replacement to continue down the street. The board thought she could use the front or garage door of her home to get out in case of emergency.

A discussion followed on whether to continue planting the arborvitae trees down to the end of the block. The first 50 feet cost \$2,500 and with the rainy season coming, we would not have to water at all. It was decided to obtain a bid to continue the plantings all the way down to the corner.

Old Business:

The website is not easy to navigate. CC&Rs are difficult to read because of all the addendums. It would be nice to get them updated so they are more concise and easier to understand. Pam suggested contacting Mountain Park to see who handles their site and if we might be able to get some technical help from them.

The next meeting will be on Monday November 5th at Pam's house.

Respectfully submitted

Pamela Berg

Secretary

2012

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF TANGLEWOOD TOWNHOUSE
ASSOCIATION: Monday November 5, Berg home
Present: Margie Zahler, Dick Zahler, Priscilla Maughn, Pamela Berg

The October minutes were accepted as corrected.

Treasurers Report:

Paul e mailed the Treasurer's report since he was still out of town. Year to date we are \$478 over budget on tree expenses. The cost of removal a a tree which fell on a roof during inclement weather came to \$2250. This brought up a discussion about our insurance and the high deductible (\$5,000) It was agreed we should investigate how much more insurance would cost if we reduced the deductible. Our "emergency fund" is \$10,000. Could the cost of tree removal in this case have come out of the emergency fund? Dick will contact our agent to get a quote.

Bank balances: \$33,474

Reserve balance: \$17,760.

Maintenance:

Shannon completed the bank clean up behind Bloch Terrace.

#2 Britten Court has a leaking sprinkler and the owner wondered why the sprinklers were still on. # 12 Britten Ct also has a broken sprinkler problem. A decision was made to have Grover come and turn off the entire sprinkler system. He will charge \$325 a year. It has been ascertained that the City of Lake Oswego would prefer **not** to come out to perform this service.

There are three potholes outside of 6 Bloch Terrace on the newly paved road. This unit recently had some foundation work completed. The board has made several attempts at communication with the owner requesting that he take care of repairs and giving him the contact numbers for the company who laid the road. There has been no response up until now, so Priscilla will contact the owner, insisting that the necessary repairs take place in a timely manner.

Priscilla will call Carolee at Mt Park to get some more names of companies for gutter cleaning and replacement which will be scheduled sometime in December when all the leaves are down. We would also like the name of a place that does gutter replacement.

Landscaping:

There is one dead arbivtae amongst the trees that were planted in the summer. It will be replaced at no charge. There is a possibility that it had something to do with not getting enough light or maybe it was just a bad tree. Priscilla and Dick will contact Grovers to get a definite quote on planting the rest of the way down to the intersection with Bloch. Taking the funds out of the "fence" reserves was discussed and a quote was obtained two days after the meeting of \$4750 to further the project. It was approved by all board members to consider the hedge a "fence" and therefore takes the monies out of the "fence" reserves. It is urgent to get the trees in the ground as soon as possible because of the rainy season. (we won't have to water).

George Christman did some tree trimming around the neighborhood, taking off limbs of trees that Grovers won't tackle because of the height. The problem of tree size in the neighborhood was discussed as the trees are now old and many of them not in good shape. It is going to be an on going expense.

New Business:

A Fall Tanglewood Tales is planned. There have been some complaints about owners not cleaning up after their dogs. A gentle reminder will be one of the items mentioned.

The next meeting will be on Monday December 3rd at Priscilla's house.

Respectfully submitted

Pamela Berg

Secretary

2012

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF TANGLEWOOD TOWNHOUSE ASSOCIATION: Monday December 3, Maughn home

Present: Margie Zahler, Dick Zahler, Priscilla Maughn, Paul Torgerson, Pamela Berg

The November minutes were approved as corrected

Treasurer's Report:

Paul stated we were on Budget. The January through June billing will be mailed around December 15. He suggested the Association be careful not to reduce the reserves any further. He believes we are well below what the association should have in reserves, due to the repaving project and the replacement of the arborvitae hedge.

It is time to evaluate how much longer our current dues will be adequate to support expenses as well as an annual contribution to the reserves.

Maintenance:

A new batch of arborvitae trees have started to be planted. A water meter box was found in the trees that were pulled out behind unit 19 Britten Court.

The water has been turned off and the system has been flushed out by Grovers (for 1/2 of \$325.00). The remainder of the 325 will be spent when the system is turned on again in the Spring.

Alan Ryman was contacted regarding cleaning of the gutters. In the past we have used Truly Amazing and they offered several dates in December for a cost of \$1520. December 26 to 28 was selected.

Units need to have water available outside. .

Pot holes which occurred during some house repair at 6 Bloch Terrace were filled in, but the owner did not use the road pavers for the repair. The same owner has requested to put on a new roof. He was informed by the board that this request needs to be presented to the architectural committee at Mt Park.

Landscaping:

Dick asked the treasurer how we stood with Tree Care for the year. Paul reported that the annual budget for tree care is \$4000 of which \$3250 has been spent through November and the annual budget for Additional Landscaping is \$4400 of which \$2427 has been spent so far this year.

Old Business:

The website is on hold at the moment. A Tanglewood Tales will be going out this month with the January dues bill

New Business:

Margi phoned State Farm and spoke with Serena to see about changing our deductible (\$5000). We are apparently grandfathered in and the lowest deductible for new clients is now \$10,000. Because all homeowners generally have their own policies in addition to the one the Association holds, there is some provision that the individual policy is able to kick in towards the deductible for incidents.

pertaining to property damage. The board will talk to Allen Robinson to ask him to explain how this works.

The next meeting is January 7, 2013 at the home of Paul Torgerson

Respectfully submitted,

Pam Berg
Secretary