

**Wildflower Two Association of Unit Owners
Board of Directors Meeting
September 25, 2009
Englert Home in West Linn**

These minutes are subject to approval the next Board Meeting

Directors Present: Rod Englert, Ruth Jenkins, Ali Momeni, Bob Rath, Gary Lorenz

Management Present: Joanna Johns

Owners Present: John Warrick, Ruth Momeni

Call to Order

President Rod Englert called the meeting to order at 11:28 AM

Approval of Minutes

Upon motion duly made, seconded and unanimously approved, it was:

Resolved: to approve the minutes of the May 29th, 2009 Board Meeting.

Financial Report

Treasurer Ruth Jenkins reported on the financial condition of the association as of August 31st, 2009. The Profit and Loss Report, Balance Sheet, Reserve Plan and 2010 Budgets Reports were reviewed. Landscape irrigation and garbage expense is slightly higher than budgeted. Snow removal was significantly under budget for 2009 to date. Chimney cleaning through SR Resort for their rental units, which comprise the largest number of units, is complete and was billed through the rental income. Due to cost mark-up by the resort this option will not be used in the future. A report from the cleaner will be given to Joanna so she can get non-SR Resort units completed. Three A/R delinquencies totaling \$7200 in revenue were reviewed; they have received collection letters from Tom Wolf for lien recording of the debt.

The Reserve Plan is being updated for Phase Two rear deck post repair, third story upper deck repair, and updated costs for future projects. The Board reviewed the cost impact and will make a presentation at the annual meeting about assessment levels for the coming years. The SROA ladder fuel reduction costs in 2010 and 2011 (\$5000 each year) may be funded by a special assessment rather than an assessment increase to meet the SROA requirement but not result in a higher than necessary dues increase. If a special assessment were used it would be \$208 per unit. Whether to raise assessment and do special assessment in conjunction were discussed. Ruth to request owner feedback before final decision made after the annual meeting.

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Manager's Report

May 29, 2009 Action Plan:

1) Send PDF file for upper story deck covering to Board	Johns	Done
2) Add projects to reserve plan after Joanna concludes bids	Cunha	In Prog
3) Prepare photo file of entrance signs for annual meeting	Johns	Done
4) Contact Huber about step issues	Johns	Done
5) Contact engineer about rotted posts	Johns	Done
6) Counsel reply on bylaw recording to Board	Johns	Done
7) #62 window and drip line repair	Johns	Done
8) Wood under rear decks	Johns	Not yet

Operations Report

Summer Wrap-up

Summer is always busy with rental activity and this year was no exception. The work that takes place at this time of year is in the office and the only projects we do on site are pest problems, post and fence repairs and any other damage that occurs on the units or lights. On the grounds we are constantly grooming turf, managing appearance and monitoring functions of the irrigation system. This summer we thoroughly cleaned the WF One/Two pool site and along the parking areas of WF Two for knap weed removal as SROA sent out letters mandating the parameters they wanted to avoid fines. Overall the summer went fast and the place looked better. The turf was greener, less dry and spotty. I did not receive one complaint about the grounds this summer.

Now that fall is here we are going into a different gear. The winterization and fall cleanup will start now as we lessen irrigation, mow less frequently and eventually in October winterize the irrigation system.

Shake Treatment

The cleaning and sealing of the shakes on Phase Three is scheduled to begin in about three weeks as confirmed with the contractor this week.

Units on Market

No sales in WF this year so far. Units 24, 43, 52 and 58 are on the market. In WF 1 Unit 6 is listed. The prices range from \$299,000 to \$350,000.

Bylaw Amendment Recording Per Review of the Oregon Statutes

100.123 Authority to amend declaration or bylaws to comply with federal or state law. (1)
A declarant may amend the declaration or bylaws in order to comply with requirements of

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the Federal Housing Administration, the United States Department of Veterans Affairs, Rural Development or the Farm Service Agency of the United States Department of Agriculture, the Federal National Mortgage Association, the Government National Mortgage Association, the Federal Home Loan Mortgage Corporation, any department, bureau, board, commission or agency of the United States or the State of Oregon or any corporation wholly owned, directly or indirectly, by the United States or the State of Oregon that insures, guarantees or provides financing for a condominium or units in a condominium.

(2) If the need to amend the declaration or the bylaws occurs after turnover to the association of unit owners has occurred, the amendment must be approved by the association in accordance with the approval provisions of the declaration or bylaws and this chapter. [2007 c.410 §4]

ASSOCIATION OF UNIT OWNERS; MANAGEMENT OF PROPERTY; ENCUMBRANCES; CONVEYANCES

(b) The board of directors may record an amendment, modification, termination or other instrument relating to the permit or authorization described in this subsection. Any such instrument shall include a reference to the location of the recorded instrument and be executed by the chairperson and secretary of the association and acknowledged in the manner provided for acknowledgment of such instruments.

It doesn't appear to state that there is a timeline for recording an amendment as reviewed by Tom Wolf and me in the State Statutes.

Chimney Cleaning

This was a controversial project this year. Since Sunriver Resort manages the majority of units on the property and they do annual chimney cleans every year I let Mike Smith do the cleanings as part of the rental program as we use the same contractor. We discussed it and it seemed a simple solution. There were many owners that were unhappy they had to pay for the service when in the past it had been covered by the association operations budget and two - I did not realize and Mike never said that his company up charges the service fee for the cleaning. Not one of my success stories and it will surely come up at the annual meeting.

Street Signage

New lane names and new signage in place - Brassie and Mashie.

Phase Three Step Crack Engineering Report

Board determined to wait one year before taking any action on report recommendations. Joanna to write a letter to C&T with Board review before transmitting to contractor and to photo document

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damage as of this date. Lorenz to get 2nd opinion from Scott Ericson. C&T to be invited to that meeting.

Current Business

Garbage Enclosure Proposal from Garbage Company

Did not pencil out cost wise and has been tabled by the Board. Money in the reserve plan for repair of existing structures is scheduled for implementation in 2013.

Third Story Deck Covering Proposal

Carey Huber presented a proposal for a frame and tarp solution that the board will continue to refine and study in preparation for presenting this to the owners at the annual meeting. A bid for deck floor coating as suggested by Ruth and obtained by Joanna was reviewed at this meeting. The WF One plan to completely enclose the deck is an option although not considered probable. The lack of reported deck leaks and the newer deck coverings completed at the time of the last re-roofing place this project down the list of priorities at this time.

Second Phase Post Dry Rot Proposal

Upon close inspection these posts are the main support beam for the entire structure. Structural engineering study with weight bearing load calculations necessary as part of solution process is complete. Cost estimate due next week from C&T Contracting for proposed solution to cut posts and reset in metal braces on new concrete base supports. Ali Momeni reviewing engineer's report in detail prior to the annual meeting. Estimate will be sent to board and Ruth to incorporate into reserve and presentation for the annual meeting.

Entrance Sign Design Concept

Joanna prepared a photo report on signage. The original WF One sign to be costed out in time for annual meeting. Two signs required one on either side of Island Road. Incorporate unit numbers on signs and use reflective paint on white lettering for night clarity rather than using lights.

Lane Name Changes Finalized

Deschutes County adopted name changes Mashie and Brassie (golf club names) for the Wildflower Two lanes and street signs are in place on Island Road.

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Bylaw Recording

Statutes and WF documents don't specify a restriction on recording time lines therefore the Board requested an amendment be verified by the President and Secretary and recorded with the County.

Swimming Pool Property

Joanna reported Heart of Oregon Corps thoroughly cleaned the site in August. The Board will continue to assess uses as time transpires and mall and economic conditions improve. The long term goal is to produce income from this asset.

Nominating Committee

Gary Lorenz term expires per term limits. Bob Rath's will serve as Nominating Committee Chair. Ali Momeni to co-chair. Joanna to email out to owners an interest to serve request.

Action Plan:

- Send Board cost estimates for rear deck posts Johns
- Record bylaw amendment Johns
- Clean non resort program chimneys Johns
- Cost out two entrance signs Johns
- Wood under rear decks Johns
- Consult with Wolf on load bearing engineer report as it relates to hot tubs on rear decks Johns
- Unit 34 remove dead tree & leak in beam at third floor stair Johns
- Cleanup & back fill Phase Three front steps Johns
- Landscaper to seed around steps after back-fill done Klaver
- Pictures of swimming pool and ladder fuel for annual mtg Johns
- Create a Power Point past & current reserve report Jenkins
- Lorenz to get 2nd opinion on steps and include C&T in mtg Lorenz
- Rath's to chair Nominating Committee with Ali Rath's/Momeni

The meeting adjourned at 2:34 pm

Next Meeting: Pre-Annual Board Meeting at Momeni Unit October 17 10 am
Annual Meeting October 17, SR Library Noon (lunch provided)