

THE FOUNTAINS HOA AT SUMMERFIELD
December 10, 2014

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.
The Meeting was called to order at 3:00PM
The Minutes for November, 2014 were approved as written.

Treasurer's Report:

Final Budget Form discussed and approved for printing. A copy to be included in packet to residence attending annual meeting and will be mailed to those unable to attend.

Communication Director: The Fountains HOA website will be updated in January.
Unit #23 has been listed for sale.

Landscape Report:

Contract for Landscaping has been rewarded to Willamette. Leaf gathering continues.
Gutter cleaning to begin in two weeks.

Maintenance Director:

The Pagoda Lights replacement continues as does the Doorbell replacement.
Search for Maintenance man continues.
Water Heater replacement will be brought up an annual Meeting.

Old Business:

None

New Business:

The Accountants will prepare our 2014 taxes as well as conduct a review, tax preparing and mailing will be \$1,050.00
Approval needed to assess the total worth of the Bldgs. for Insurance purposes. Glenn is researching and will follow up with board for further discussion.
Appointments to Board needed. Diane Trainer appointed to Vice Chair Person.
Jean Madrid appointed to replace Gunther Schulze as Treasurer.

Irene Jordan appointed to replace Jean Madrid as Secretary.
Motion was made, seconded and approved.
Meeting adjourned at 5:05PM
Respectfully Submitted,
Jean Madrid, Secretary

THE FOUNTAINS HOA AT SUMMERFIELD

November 10, 2014

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

The Meeting was called to order at 3:00PM

This is The Fountains Annual Budget Meeting.

Budget Committee members include: Pam Zuger, Neal and Bonnie Sanders, Julie Helle, Diane Trainer, Irene Jordan, Joy Reedy.

The Minutes for October, 2014 were approved as written.

Treasurer's Report: Gunther Schulze reviewed the current report for the end of October.

- A. Glenn Jay reviewed the 2015 budget line by line explaining any increases.
- B. Questions by the Budget Committee followed with discussion by all in attendance.
- C. A motion to accept the 2015 Budget, as written, was made and seconded. The motion carried.

Communication Director: Barbara Stayton explained the cost to the HOA of the two foreclosures that we've experienced since 2012. We are only receiving dues from 108 units and that results in a \$5,880 loss of dues per year. It is assumed the foreclosures were Reverse Mortgages. Until the mortgage holders (banks) take title, they are not responsible for HOA dues.

Landscape Report:

Landscape refurbishing around Bldg. 15655 area has been completed and praised.

Maintenance Director:

The Pagoda Lights replacement continues as does the Doorbell replacement. Search for Maintenance man continues.

Old Business:

None

New Business:

A request was received from an owner asking the board to allow 3 of their windows to have sun screens attached. The installation required the screens to be attached to the exterior of the building. Our By-Laws, Article 9; Section 5; Paragraph (F) does not allow additions or attachments to the exterior of the buildings. The request was denied.

Meeting adjourned at 5:10PM

Respectfully Submitted,
Jean Madrid, Secretary

**THE FOUNTAINS HOA AT SUMMERFIELD
October 13, 2014**

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

Residents Attending: Neal Sanders, Introduction to Treasurer's position, if accepted.

Chairman, Glenn Jay called the meeting to order at 3:05PM.

The Minutes for September 2014 were approved as written.

Treasurer's Report: Gunther Schulze

Discussion regarding additional expenses for Professional fees and Irrigation costs.

Communication Director: Barbara Stayton

New resident at Units #41 and #4.

After consideration of multiple cleaning services, the motion was made and passed to retain Y.C. Cleaning Service for the monthly - vacuum, dusting and cobweb removal in all Building Lobbies.

Landscape Report:

Discussion of future planting of new shrubbery in selected areas.

Landscape sprinkler system still adjusting to seasonal watering.

Irrigation will be a part of the new landscape design.

Maintenance Director:

The Pagoda Lights are gradually being replaced.

Old Business:

The sidewalk near Unit 27 needs repair.

New Business:

Budget committee will need to be recruited for establishing the 2015 budget.

The Annual Meeting notices, Pamphlets and various information literature was presented for review and approval before mailing.

Meeting adjourned at 4:50PM

Respectfully Submitted,

Jean Madrid, Secretary

THE FOUNTAINS HOA AT SUMMERFIELD

September 8, 2014

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

Residents Attending: Leroy and Alice Vick, Rod Kolbe, Neal Sanders.

Concerns expressed: The red Pride Container Boxes used for collection of Newspapers was taken from mailbox area.

Chairman, Glenn Jay called the meeting to order at 3:01PM.

The Minutes for Aug. 2014 were approved as written.

Treasurer's Report: Gunther Schulze

Comparison costs of "Water, Sewer and Street Maintenance" this year will be approximately \$86.81 per unit per month.

Comcast: \$31.16 per unit, per month this year compared to Last year \$28.79 per month per unit.

Communication Director: Barbara Stayton

Garbage Cans will be cleaned by Disposal Company once a year.

Landscape Report:

Negotiations with Willamette Landscape for landscape Maintenance Contract have been completed. New contract will be for 3 years.

Gulch cleaning for this year to be scheduled in the fall.

Landscape inquiries regarding in the Bldg. 15655 and 15605 Greenery at Brick Wall.

Landscaping regulations state that all vegetation must be less than 6' tall.

Glenn Jay to request a variance for this section of street due to privacy issues

For those units facing the entrance road.

Lower Fountain scheduled to be cleaned and water changed.

Maintenance Director:

New door locks will begin installation, week of 9/8/14.

Old Business:

The Board has decided to select "My Cleaning Services" based on the bids received to clean our entryways on a monthly basis. They will provide proof of Workmen's Compensation and Liability Insurance and their price, although with a slight increase, was fair. Glenn and Barbara will meet with the owner to finalize this change. Chris Allen who has done the entryway cleaning, will be dismissed with one month severance.

Discussion of Garbage Enclosure replacement. This item will be in budget for 2015.

New Business:

New homeowners having construction work done to their units need to be notified their contractors may not place construction debris into trash cans or placed in garbage enclosure area.

Glenn Jay made motion to take \$16,500.00 from the reserve account this year to allow for Landscaping and renovation, and \$3,000.00 currently allocated for Wood Siding repair, placed into Irrigation Repairs this year.

Motion was seconded and approved.

Meeting adjourned at 4:50PM

Respectfully Submitted,
Jean Madrid, Secretary

THE FOUNTAINS HOA AT SUMMERFIELD
August 11, 2014

PRESENT: Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

Absent: Chairman, Glenn Jay

Residents Attending: None

Communication Director Barbara Stayton, called the meeting to order at 3:00PM.

The Minutes for July 2014 were approved as written.

Treasurer's Report:

Sidewalk work at 15605 Paid.

Federal and State Taxes paid for 2013
Paid \$500 pre-payment for State 2014, as directed by Accountants.
Begin planning for Budget process for November.

Communication Director: Barbara Stayton
New resident in Unit 31 and Unit 4.

Landscape Report:
Negotiations with Willamette Landscape for landscape Maintenance Contract continues.

Maintenance Director:
Bats are still an issue with two owners. Company is working on solution.
New door locks will begin installation.

Old Business:
Hiring of qualified help for Maintenance temporarily discontinued.

New Business:
None to report.

Meeting adjourned at 3:53PM
Respectfully Submitted,
Jean Madrid, Secretary

THE FOUNTAINS HOA AT SUMMERFIELD
July 14, 2014

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

Residents Attending: None

Chairman Glenn Jay called the meeting to order at 3:00PM.

The Minutes for June 2014 were approved as written.

Treasurer's Report:

Discussed Late Fee date for HOA dues.
Financial review completed.
Treasurer's Report Attached.

Communication:

By Barbara Stayton.
New Resident Unit #45

Landscape Report:

Bidding on latest landscape areas continues.
Meeting with Landscape Architect to discuss this year's design areas.
Hemlock Trees in raised planters on left at entry off 114th Ct., to be replaced this winter and re-planted.
Annual Landscape Contract coming up for bid.

Maintenance Director:

Report by Glenn Jay.
Sidewalk Replacement: Located at Building 15605 and Garage – up to Garbage enclosure, Stairs and Walkway.
Discussions continue regarding Bats and possible relocation costs - also effectiveness of taking this action.

Old Business:

Hiring of qualified help for Maintenance continues.

New Business:

Radon mitigation bids Unit #31
Radon testing of other units discussed.
Residents having difficulty finding Burgundy Umbrellas should try to find one as close to Burgundy as possible to continue with the esthetic appearance of the Community. Burgundy is still available for awnings and roll up screens.

Meeting adjourned at 4:40PM.

Respectfully Submitted,

Jean Madrid, Secretary

**THE FOUNTAINS HOA AT SUMMERFIELD
JUNE 9, 2014**

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

Residents Attending: Bob Young

Chairman Glenn Jay called the meeting to order at 3:00PM.

The Minutes for May 2014 were approved as written.

Treasurer's Report: Discussed Late HOA dues.
Treasurer's Report Attached.

Communication: Report by Barbara Stayton.
Discussed expectations regarding new Reserve Study and selecting suitable firm.

Landscape Report: Bidding on latest landscape areas continues.
Meeting with Landscape Architect to discuss this year's design areas.

Maintenance Director: Report by Glenn Jay.
Water has been changed in upper Fountain.

Old Business: Hiring of qualified help continues.
Access granted to allow Fountainwood's Arborist to access work from The Fountain's parking lot, without blocking garages. The Fountains will not participate in costs to trim Fountainwood's trees.

New Business: Date for Residence Annual Meeting to be determined in September, when dates for regular SCA Events are applied for by application.

Meeting adjourned at 4:15PM.

Respectfully Submitted,
Jean Madrid, Secretary

THE FOUNTAINS HOA AT SUMMERFIELD
MAY 12, 2014

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

Residents Attending: None

Chairman Glenn Jay called the meeting to order at 2:57PM.

The Minutes for April 2014 were approved as written.

Treasurer's Report: Discussed Late HOA dues.

Communication: Report by Barbara Stayton.
We now have 70% of all HOA Resident Email addresses.

Old Business: Hiring of qualified help.

New Business: Discussion as to whether or not we should participate in the arborist's costs to maintain and prune the large Sequoia Trees on East border with Fountainwood.

Landscape Report:

AREA: A – Motion requested by the Board to allow the Landscape Committee to spend the budgeted reserve #8050 in the amount of \$16,500.00 for renovations of existing landscape as per Landscape Architects plans and specifications, and as required to replace various individual plants as needed. Motion Made, Seconded and approved.

AREA: B – Motion requested by the Board to allow the commissioning of Otten Landscape Architects to continue with the master landscape plan for the Fountains. Not to exceed reserve budget #8100 of \$5,000.00. Motion Made, Seconded and Approved.

AREA: C – Motion requested by the Board to allow spending of \$600.00 for the clearing of the "Gulch" area on the west side of building 15695 and

garages 1 thru 5. This amount to come from reserve account #8050. Motion Made, Seconded and Approved.

All Common Area: - Motion requested by the Board to allow the spending of reserve budgeted item #8040 for #1,000.00 for irrigation repairs. Motion Made, Seconded and Approved.

Maintenance Director: Report by Glenn Jay.

Motion requested to allow the expenditure of reserve funds in the amount of \$7,200.00 for the purchase and installation of new combination passage locksets for all 30 entries. This account has been mislabeled in the reserve account 8060. Motion Made, Seconded and Approved.

Motion requested to allow the expenditure of the reserve budgeted amount of \$4,530.00 for the replacement and or the addition of the ground lights known as Pagoda Lights. Motion Made, Seconded and Approved.

Meeting adjourned at 3:40PM

Respectfully Submitted,
Jean Madrid, Secretary

**THE FOUNTAINS HOA AT SUMMERFIELD
APRIL 14, 2014**

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

Residents Attending: None

Chairman Glenn Jay called the meeting to order at 3:05PM

The Minutes for February 2014 were read and approved as distributed.

Treasurer's Report: Discussed need for hiring of General Maintenance person to complete general maintenance work required. Candidate must be

properly licensed and Insured for HOA Properties. This issue will impact the 2015 Budget.

The new Certificate of Insurance for \$10,000 is posted online.

Communication: Report by Barbara Stayton.

Three Units #103, Sale is pending and #109 and #45 are for sale.

Landscape Report: Glenn Jay: Discussion regarding Gulch clean-up work.

Contact inquires proceeding for Pricing and consideration.

Tree blocking light from City Street light and the dead tree that needs cutting is pending City Permits.

Maintenance: Report by Glenn Jay: New Building Door Locks are in and will be installed when Keys are made and Codes are set.

Old Business: Reviewing possible changing of the reserve study consultant. Backflow Testing will begin within the next couple of Months.

New Business: Landscape Committee needs to meet with Glenn Jay and walk the complex to review the scope of work for 2014 Budget. Glenn Jay and Rick Eide to assemble and install the two new benches at the Fountain.

Meeting adjourned at 4:35 pm

Respectfully Submitted,
Jean Madrid, Secretary

**THE FOUNTAINS HOA AT SUMMERFIELD
MARCH 10, 2014**

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

Residents Attending: Rod Kolbe

Chairman Glenn Jay called the meeting to order at 3:00PM

The minutes for February 2014 were read and approved as distributed.

Treasurer's Report: Treasurer, Gunther Schulze has met with Bookkeeper Diane and their discrepancy for January has been corrected. Findings were found to be in billings that arrive later in the month than Bank Statement. Meeting with insurance Company set for Wed. March 12, to review new Policy desired and Deductible Amount authorizing increase to \$5000.

Communication: Report by Barbara Stayton. New resident at Unit 71, Irene Jordan. Complaints by Pride Disposal regarding Units in 70 - 80 Garbage Station. Garbage placed in recycle bins and items not fitting in bins left in station area. Future meeting with these Homeowners may be required if situation does not improve. Unit #5 Neil and Bonnie have offered to take on the job of Neighborhood Watch Area Coordinators. At this time Oie Lood is still the coordinator.

Landscape Report: Glenn Jay reports: Arborist work is complete for 2014. Landscapers will begin Summer Schedule this week dependent on water saturation of grass area soil.

Maintenance: Report by Glenn Jay: New Building Door Locks will have code and 1 key for each unit. Glenn to obtain Installation bid from two contractors.

Old Business: No Report.

New Business: No Report.
Meeting adjourned at 4:35 pm

Respectfully Submitted,
Jean Madrid, Secretary

THE FOUNTAINS HOA AT SUMMERFIELD
February 10, 2014

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

Residents: None Attending

Chairman Glenn Jay called the meeting to order at 3:10PM

The minutes from January Meeting were read and approved as written.

Treasurer's Report: Review of figures as entered to QuickBooks by Bookkeeper and provided by Treasurer. Fountains treasurer will begin efforts to coordinate the figures between treasurer and Bookkeepers entries making sure they are placed in the corresponding Account numbers, as these must reflect the accounting firms entries.

Communications: Unit 71 Sale Pending and Unit #109 for Sale.

Landscape Report: Arborist to finish pruning Trees from Units Garage 35 to North property line in February.

Maintenance: Discussion regarding Master Key or individual building key for new lock system. To be ordered within the month.
Update on Door Bells – Ongoing installation.

Old Business: Nothing to report

New Business: Discussed inquiries by some units regarding street/sidewalk sanding during snow storm. As prior investigation has proven it is an extreme cost due to the amount of time it remains a problem.

Meeting adjourned at 5:10 pm

Respectfully Submitted,

Jean Madrid, Secretary

THE FOUNTAINS HOA AT SUMMERFIELD
January 13, 2014

PRESENT: Chairman Glenn Jay, Treasurer Gunther Schulze, Communication Director Barbara Stayton, Secretary Jean Madrid.

Residents: None

Chairman Glenn Jay called the meeting to order at 3:02 PM

The minutes were approved as distributed.

Treasurer's Report: Presentation and discussion of Budget for 2014. Fountains proposed budget to be distributed at Annual Meeting. Discussion regarding Print-Out from Diane, the Bookkeeper for professional Fees charged. Some fees from Diane not included, to be forwarded to 2014 Budget. Discussed HOA dues from Reversed Mortgaged Homes as non-receivable income. Treasurers comparisons of Bookkeepers Quickbooks figures to HOA treasurers figures.

Communication: 15 Newcomers in 2013. The next Forum will be in March.

Landscape Report: Discussion regarding trees along perimeter that have been diagnosed as unhealthy and need removal. At this time, it is agreed to prune them and delay the expense of immediate removal.

Maintenance: The Lower Fountain has been cleaned, upper fountain still needs cleaning.

Old Business: None.

New Business: Review of completed budget to be distributed at Annual Meeting. Final preparations for annual meeting presented including information packet to be distributed.

Meeting adjourned at 5:03pm

Respectfully Submitted,

Jean Madrid, Secretary