

Riverbend on the Willamette Condominium Association  
Board of Directors meeting  
December 8, 2015

Location of meeting: Lobby of Building 3

In attendance:

- Board members: Augie Gallego, Charles Collins, Bill Eklund
- CAP representative: Britton Powell
- Maintenance Supervisor: Steve Summers
- HOA members: Penny & Jim Wortham, Malcom Putnam, Alma and Michael Jackson, Gary Grandmaison, Jack Kelly

Meeting was called to order by Augie Gallego at 10:05am

Purpose of the meeting:

1. Discussion and Board action on matters pertaining CCR and Bylaws changes to establish policies pertaining to rental of Riverbend units
2. Follow-up on outstanding deck and building painting/repair issues

Augie proposed drafting of a resolution to include in the Riverbend CCR and Bylaws specific terms and conditions for the rental of owner units.

Britton reported that the only requirement currently in the bylaws is that rental of units must be for a minimum of 7 days. Britton advised that 75% of owners must approve the resolution creating new standards for rental of units. Generally, similar HOAs require a minimum of 1-year leases and place a cap on the number of units that can be leased at any given time.

The Board agreed to a 5% cap on the number of units available for rental at any given time, with a provision to consider an additional 10% to accommodate specific hardship situations.

Augie asked CAP staff to develop a resolution draft, including these terms for board's review and comment. After board approval, the proposed resolution will be sent to homeowners by mail with a 10-day intent to vote statement.

Augie requested a timeline be set. Britton suggested 1 month to complete the voting with the completion and implementation of the new policy by the end of February.

Augie asked for, and obtained, the board's approval of the following terms:

- No B&B rentals
- Penalties for violating rental terms
  - Owner will pay for replacement of all affected locks, keys and fobs
  - Fines up to 1 or 2 month's assessments plus costs

Charles requested CAP to prepare these documents as soon as possible.

The board agreed that Britton/Cap within a timeline of January-March would provide a status report or complete items discussed: No Airbnb rentals, rental lease resolution, electric vehicle charging station(s).

Augie reported on the status of various deck, painting and repair issues:

- D&R has not been appropriately responsive to completing various deck repairs.
- Ed Hamilton is working to resolve these matters.
- Repair issues relating to the use of sealants, rather than epoxy on the Cohen and Hari Dass Khlasa decks, are under warranty.
- Owners are to be notified that they are responsible for cleaning drains on their decks. Failure to maintain free flow through these drains may result in the HOA's cleaning of the drains and full cost recovery from the homeowner. An option that may be considered at the homeowner's request is to contract with the HOA to have the drains maintained.

Gary Grandmaison suggested that Steve conduct an annual inspection of all deck drains.

There was general discussion and agreement of the board that homeowner's should be informed of the ongoing problem and potential consequences associated with concrete tile deck coverings and planters that contribute to stress and potential damage to supporting structures and/or problems of water intrusion. These concerns should encourage affected homeowners to plan for replacement of such materials with ARC-approved deck coverings. Homeowners will be reminded of owner responsibility for damage to the buildings resulting from these owner-applied modifications.

With no further business, the meeting was adjourned and the board convened in executive session.

In Executive session, the board agreed that all homeowners be notified that building maintenance supervisor will inspect all decks and drains at least every 3 years or when necessary for required deck repairs. Homeowners, at their own expense, will be required to remove/re-install deck tiles to allow such inspection.

Minutes prepared and submitted by Bill Eklund, Secretary, Riverbend HOA  
Dec. 16, 2015

