

Summerfield Townhouse Association #3 (Gamma)_
DECEMBER MINUTES

16200 SW Pacific Hwy
Ste H PMB 210
Portland, OR 97224

December 9, 2021

Members' meeting Minutes

Subject: Painting Vinyl Siding

Attending: 21 Resident Proxy Votes
18 Resident In person Votes
Other residents of the community

.Quorum required: 27 - Quorum Certified at 39

The notice of this meeting was sent out on Monday November 22, 2021, 4:07PM, attached
Meeting Agenda was sent out on Saturday, December 4, 2021, 11:37AM., attached

All attending members signed in at the Summerfield clubhouse prior to the meeting. A ballot and package of information containing research on the subject of the day was given to each member.

President O'Brien opened the meeting at 1:07PM and directed those who had not signed in to do so.

President O'Brien stated that the meeting would be conducted using Robert's Rules of Order. He continued by stating that if anyone wished to ask a question or make a comment, they must raise a hand to be recognized. Speakers would be called on to speak in the order in which their hand was raised.

President O'Brien introduced Lou Kreitzberg of Lou's Painting and Craig Roberts, Sales Representative for Rodda Paint. Following a short introduction, they entertained question from the members.

1. 1. How long have you been in business?
Many years painting all kinds of structures in the Tigard area including many in Summerfield.
2. How long have you been painting Vinyl Siding?
Six to seven years.
3. Have you had any issues with painting Vinyl Siding?
None
4. Have you painted vinyl siding in Summerfield?
Yes, a couple close to your neighborhood.
5. The vinyl siding expands and contracts throughout the year and leaves a bare unpainted space on contraction. Who covers that touch up?
Lou's Painting?

6. What is and who covers the warranty for this painting project?
Lifetime warranty for the existing owner for the paint by Rodda Paint.
Installation warranty by Lou's Painting.
7. What if you retire Lou?
I have a succession plan in place when I decide to retire. We will fulfill our part of the warranty.

President O'Brien thanked Lou and Craig for meeting with us and excused them from the rest of the meeting.

President O'Brien started a 20-minute presentation that covered the history of the vinyl siding and remaining warranties. See below for details.

1. Our HOA 3 Board voted and executed a contract in 1997 to hire Crown Building Materials Inc. to install siding over failed cedar siding on their homes. The HOA paid \$110,000 to make that happen.
2. This contractor dropped his corporation status in 1989 and no longer has a contractor license. He has gone out of business,
3. The upgrades in paint technologies have clearly demonstrated that you can paint vinyl siding safely.
4. Our contractor, Lou's, has indicated he has no concerns about painting vinyl siding like he has over the last several years.
5. Ken Miller of Ken Miller and Associates, has indicated that painting vinyl siding will enhance your home and will not decrease the value of the home.
6. Rob Sell, a vinyl siding installer in other Summerfield HOAs, indicates we can paint vinyl siding.
7. Your Summerfield Master Association indicates in their painting literature that you can paint vinyl siding.
8. We removed two sections of vinyl siding and found one area with some dry rot. We found the cause of the dry rot was from damaged siding and some open joints. We removed and replaced the section and reinstalled the Vinyl. The sub structure and covered siding in both places were solid and intact. The vinyl has foam sheeting behind it which gives some insulation value.
9. We discovered the brand name of the siding to be Vytex. The company was contacted by Dan O'Brien, who then received three warranties that were to be used in 1997. On review of the warranties, it was found that we have no warranty on our siding. The homeowner is required to submit a transfer of ownership document and pay a small fee to transfer the warranty. Dan O'Brien stated, "I know when we bought our home, we did not know of the transfer requirement, and I am confident most of you have not seen or signed the transfer document. The lack of a transfer documentation voids any remaining warranty on our buildings."
10. The warranty only covers the material itself and not the replacement labor.

President O'Brien stated that if he had found that we had a solid warranty on our vinyl he would vote no on painting the vinyl. But since we have no warranty, and we can paint the vinyl successfully, President O'Brien recommended a yes vote.

President O'Brien held a question-and-answer session with the biggest concern being in regards to a claim that a large assessment was necessary to make this happen. President O'Brien indicated the Board had not had any discussion about an assessment. Our current reserves for painting are approximately \$200,000 and the painting contract will be \$159,000 with a 10% contingency.

Finally, President O'Brien directed those in attendance to the back of the room to review the painting color boards for the members to vote on. Each residence received three votes on labels and were to put their label with the number one on it on the back of the paint board they like the best, the label with the number two on the back of the board that was runner up and the number three label for their third choice.

A 1 vote counts as 3 points

A 2 vote counts as 2 points

A 3 vote counts as 1 point

Dan O'Brien announced that when all members have voted on paint colors the votes will be tabulated to determine the top three choices made by our members. A recommendation will then be made to the Board of Directors.

The final tally of the Voting on whether to paint the vinyl siding.

Yes Votes: 25

No Votes: 14

The votes were counted by Gail Pemble and Shirley Norton.

Secretary Lorain Certified the vote as stated.

The meeting gradually disbanded as members cast their vote and discussed the meeting.

Submitted this 18th day of January 2022,

Dan O'Brien
President

Sue Lorain
Secretary

Summerfield Townhouse HOA #3
Minutes
December 15, 2021 Board Meeting

The meeting was called to order by President Dan O'Brien at 12:57 PM.

Board members present were: Dan O'Brien, President; John Trant, Vice President; Sue Lorain, Secretary; Nick Morea, Treasurer; Gail Pemble, Member at Large.

Also in attendance, Rena Irwin, Rusty Debord, and Laura Gordon.

Minutes of the November 17, 2021 meeting were approved as amended.

President's Remarks

President Dan O'Brien reported that the recent membership meeting was successfully conducted. The members who attended voted on the issue as to whether or not to paint the vinyl. More information will follow in the Paint Committee report.

Vice President's Report

Vice president John Trant reported that he had attended a Sub-Association meeting. He was interested to learn that the SCA is working towards an attempt to streamline the form which members must complete when they apply to make a change in their property. John Trant also reported that the mailbox key for the new mailbox at the Clubhouse is not yet available, but he will advise when it is available so that we can inform all members of the change of address. Finally, John Trant said that, surprisingly, an attorney has stated that a resident ought not to do work on any property that is regulated by the by-laws of that HOA and/or is contracted to be done by professionals, i.e., landscaping, exterior repairs or changes, gutter cleaning, etc. The reasoning being that it could at some point become a liability issue.

Treasurer's Report

Treasurer Nick Morea acknowledged that the GoDaddy bookkeeping program is comprehensive and easy to navigate. President Dan O'Brien added that a Budget Committee has met and has made the 2022 Budget. To request a copy, contact Dan O'Brien. The President also requested that a copy of the new monthly HOA dues increase be emailed to all members today, December 15, 2021. Secretary Sue Lorain agreed to do so. Finally, as President Dan O'Brien explained, since the dues increase will be effective February 1, 2022, each household has not had to pay for the new Comcast Contract upgrade for the months of October - January, although the HOA has been billed for those months. Gail Pemble moved and Nick

Morea seconded a motion to allow the HOA to absorb the \$104 for each home. The motion unanimously passed.

Treasurer Nick Morea gave the monthly financial report. **

Landscape Report

President Dan O'Brien reported that Rain and Shine is completing leaf removal. He continued that a one year trial program of adding sand to the areas of the grass that are soggy and sunken will begin this spring. Finally, Dan O'Brien announced that Bob Cline has agreed to be the Landscape Committee Chairperson, and, as such, will not be a member of the Board. Going forward, you may contact Bob Cline for Landscaping questions.

Maintenance Report

John Trant, temporary Maintenance Director, reported that the roofs and gutters will be blown off and blown out over the next few weeks.

Social Committee Report:

Sue Lorain read the following email from Kip Phelps, Social Committee Chairperson, "As a reminder, our annual holiday dinner will be held in the Lakeview Room/Ballroom of the Clubhouse on December 21 beginning at 5:00. It will be a catered meal - no need to bring anything. This year we'd like to do a white elephant gift exchange. Each person please bring a wrapped gift.... the funnier the better."

Old Business

Rena Irwin reported that the By-Laws Committee was moving along and having some meaningful dialog. The committee is working to integrate the Association #3 and Association #4 By-Laws into a legally acceptable document. Rena concluded by stating that the By-Laws Committee will probably need a professional typist for the final document, and that she feels good about the work being completed to date.

Dan O'Brien reported that the final vote count for painting the vinyl had the following results. Of 39 ballots cast, 25 votes were to paint the vinyl while 14 voted against painting the vinyl. Gail Pemble moved to approve painting the vinyl as per the majority of the HOA's wishes. Sue Lorain seconded the motion. The motion passed 4 votes yea, one vote nay.

Dan O'Brien moved and John Trant seconded a motion to allocate not MORE than \$2000 to hire a construction attorney to to review the paint contract. The vote was unanimously in favor of so doing.

President Dan O'Brien announced that the paint colors have not yet been selected. Each home has had or will have the opportunity to view paint color boards and select a first, second, and third choice of colors. The process has begun to share the paint color sample boards with HOA households who were unable to attend the informational gathering and vote at that time. Hopefully the process will be completed in a couple of weeks.

New Business

In response to an HOA member's suggestion that the HOA hire an outside bookkeeper to keep the books, Treasurer Nick Morea will do followup research on this suggestion.

The next Board Meeting will be January 19, 2022, at 1:00.

The meeting was adjourned at 12:58 PM.

Respectfully submitted,
Sue Lorain, Secretary
Dan O'Brien, President

***(A copy of the monthly financials will be sent in a separate email).