

HOME OWNERS ASSOCIATION NEWSLETTER SEPTEMBER 2007

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GENERAL NEWS

Greetings! While it's sad to say goodbye to the warm summer nights, we have the crisp autumn air to wake us up in the morning. With the changing of the seasons comes some of life's great pleasures such as, the turning of the trees, college football and of course, the crush out in the Willamette Valley! Hope this newsletter finds everyone happy, healthy and ready for a new season!

We're getting closer on the web site, the first round of content went out to the Board to review and we have a layout proposed by a new web designer.

We would like to welcome our new On-Site Manager, Waylon Pyle. Waylon has been with CMI for four years and is excited to have the opportunity to work at a property on a daily basis. He hopes to get to know each of you through the course of his work. His hours are 7:00 AM to 3:30 PM Monday-Friday and his office phone number is 503-241-7859.

Please be conscientious of your neighbors by respecting the rules and consider taking thoughtful actions that promote a harmonious community. Doing so would mean: parking only in your assigned space; refrain from slamming doors; be mindful of heavy walking by taking steps to alleviate the noise such as placing rugs in high traffic areas; picking up after your animal; keeping your patio clean of garbage and debris; refraining from securing your bicycle to pipes in the garage, storing bicycles per The Vaux bylaws; and returning the carts back to the recycling room after use. Thanks in advance for taking positive steps to help create a great place to live!

Thank You
Director Sara Burton
For the Board of Directors

LANDSCAPING

There will be a landscape review with Seven Dee's and the landscape architect, and the Building & Grounds Committee as soon as it can be arranged in October to make sure we know how to care for our beautiful plants and shrubbery. At this time we will also be reviewing the maintenance schedule and address warranty items.

RECYCLING & GREEN PRACTICES

We will be receiving posters to be placed above the recycling bins to further help in instructing how things are to be separated. Also, it was brought to our attention that the current recycling we are doing does not include plastic tubs such as yogurt containers; therefore, we are looking into adding an additional recycling company. To further cut our carbon footprint & save on electricity, we will be receiving lower wattage bulbs for the interior hallway sconces. We'll be a lean-green-machine before long!

MARKETING & SELLING UNITS

Please make sure your realtor is in compliance with the bylaws of The Vaux HOA. One basic thing that continues to trip us up is to remember that "For Sale" signs are to be on easels, not up against the windows. For more info, please contact CMI for details.

QUIET HOURS

Remember to keep it down after 10 PM and to be courteous to your neighbors.

Bike Storage

Fortunately, a large number of residents are into cycling. Unfortunately, our bike storage rooms are full. We are exploring how to expand the capacity of our bike storage rooms.

A number of residents have chained their bicycles to common areas in the garage, which is prohibited. The Board requests that those whom have done so remove them without delay.

Exterior Lighting

To help with the glare into the street level units, we will be shielding the exterior light bollards along Savier.

MOVE-IN/MOVE-OUT POLICY

Please contact CMI 14 days in advance to schedule a move and pay the fee. The fee covers the cost of additional security hired to monitor the move, building protection and a fund to repair common area damages. Single item moves, such as a couch or chair, are permitted without scheduling and does not require a fee. However, please see the On-Site Manager, Waylon, so he can hang the elevator pads to ensure the elevator is protected.

OCCUPANCY SURVEY

It has been determined that the rental cap (max. 30%) has not been exceeded and currently 23.6% of the units are rented. Thank you all for participating and following through, it was very important to know these figures.

LOADING ZONES

Be sure to make good use of the loading and unloading areas in the garage, but please abide by the **2 hour** limit. We will be placing friendly reminder notices on vehicles parked there to make sure people don't forget.

PARKING SPACES

All parking spaces in the garage are privately owned (with the exception of temporary loading and unloading spaces). Please do not park in another resident's space or you will be subject to towing. Also please refrain from storing anything in the parking spaces—only vehicles are allowed.

The Vaux is a Smoke Free Compound

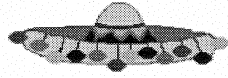
In addition to our smoke free bylaws, we ask for assistance and consideration from resident smokers that tobacco smoke is a strong allergen for many people and could pose a serious health hazard. Cigarette butts have been noted in lower residence patios and shrubbery. This is a serious fire hazard that could compromise everyone's safety.

(Article 7.24 of The Vaux bylaws states, "Smoking of tobacco products or similar products shall be prohibited on the decks, balconies, front porches and terraces of the Condominium, and in all common areas of the Condominium, including the interior parking structure, the hallways, elevators, lobby and courtyard.")



SOCIAL COMMITTEE

Put Sunday, September 23rd at 6 PM on the calendar! We're going to have a courtyard event with a Spanish theme! Bring your own Roja or beverage of choice.



Use of Trash Chutes

The doors to the trash chutes must be SECURELY closed after each use. If a piece of debris, paper, etc., gets caught and causes a trash chute door to be ajar, the trash chutes in that stack will not function! The chutes are designed to function in that manner for safety purposes. Therefore, take extra care in assuring that the doors close securely.

SECURITY

I'm happy to announce that since the re-keying of the bike room & storage areas, the rash of theft has declined. We did have intruders in the east courtyard Labor Day Weekend, so please keep a watchful eye out and call the Portland Police when you believe there is something suspicious.

*Portland Police non-emergency (503) 823-3333

*Notify CMI # (503) 233-0000 (24hr)

*Get to know your neighbors!

*Be aware of suspicious persons and call someone!

CMI EMERGENCY SERVICE

CMI offers 24-hour emergency service. If your call requires an emergency response, something that you have determined cannot wait until the next business day, such as a plumbing leak, sewer back up, etc., you will be given instructions to have your call transferred to our emergency answering service.

The emergency service will then contact the person who is on call. The on call person should contact you within 5-10 minutes to process your emergency. If you have not been called within that time period, call CMI again and tell the emergency service that the person on call has not responded to your emergency.

If you wish to leave a message of a non-emergency concern, you may leave your name and phone number with the CMI office number, and you will receive a call back the following day.

For fire, safety and health emergencies, please call 911 immediately. For power outages, contact the power company, Portland General Electric, at 503-464-7777.

Entrance Floors

The original plan for the entryway floors was to have a matte finish. Somehow in the process of things, we ended up with a polished look that amplifies many floor imperfections. We are going back to the original plan, so you'll be seeing some work being done on the floors soon.

WWW.COMMUNITYMGT.COM

Check out our web site!! Log on to request a change of address, request information regarding your HOA fees account, request an ACH form for automatic payment of your Association fees, submit a service request to the Manager, find answers to some of the most frequently asked questions, and e-mail your Association. You will also discover items of interest relating to seminars and programs through Oregon Chapter of Community Associations Institute.

In addition, you can now request Community Association Documents (If you are selling or planning to sell your unit, this is a packet of documents that are frequently requested by potential purchasers.) Appraisers can access quick answers to their commonly asked questions using Quick Facts Plus, Lenders can request and pay for Lender Reports, and Escrow Officers can request an Escrow Report for account payment information for closings. Just click on Request Forms on the navigation bar, then on Resale Information and register as a user of our Online Information Service to order these products.

CMI

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ONSITE MANAGER

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See below the duties of the On-Site Manager for the Vaux Condominium

THE VAUX CONDOMINIUM ON SITE DUTIES

| DAILY DUTIES | Mon | Tues | Wed | Thurs | Fri | Sat | Actual Time | MONTHLY DUTIES | COMPLETE |
|---|-------|------|-----|-------|-----|-----|-------------|---|-----------|
| OFFICE CHECK IN & OUT (8X'S DAILY) | AM/PM | | | | | | | CLEAN ELECTRICAL ROOMS | 2nd Week |
| PATROL BUILDING PERIMETER FOR LITTER | | | | | | | | CLEAN HALLWAY VENTS (2X MONTHLY) | 1st & 3rd |
| SWEEP MAIN ENTRANCES (3X DAILY) | AM/PM | | | | | | | WASH OUTSIDE VENTS AND LOUVERS | 4th Week |
| LOBBIES-WIPE DOWN DOORS, LITTER DISPOSAL, VACUUM (2X DAILY) | AM/PM | | | | | | | QUARTERLY DUTIES COMPLETE | |
| SPOT CLEAN GARAGE, WIPE ELEVATOR DOORS ON ALL FLOORS | AM | | | | | | | CLEAN ALL LIGHT FIXTURES & SIGNS (EVERY OTHER MONTH) | |
| ELEVATORS-VACUUM, WIPE DOWN TRACKS, SHINE STAINLESS STEEL (3X DAILY) | AM/PM | | | | | | | WASH GARAGE DOORS (EVERY OTHER MONTH) | |
| LOBBIES-DUST, MOP FLOORS, GENERAL DUSTING WASH WINDOWS (2X DAILY) | AM/PM | | | | | | | POWER WASH SIDEWALKS (EVERY OTHER MONTH) | |
| CLEAN MAILBOXES AND ENTRY PHONES | PM | | | | | | | SEMI ANNUALLY COMPLETE | |
| DUST & CLEAN FRONT LOBBY FURNITURE & WALL ATTACHMENTS | PM | | | | | | | OIL MAILBOX KEY SLOTS | |
| CLEAN & SANITIZE RESTROOMS | AM | | | | | | | DUST EXPOSED PIPES IN GARAGE | |
| CLEAN OFFICE | PM | | | | | | | AS NEEDED COMPLETE | |
| CLEAN COMMUNITY ROOM | AM | | | | | | | POST NOTICES FOR MEETINGS, AND BUILDING INFORMATION | |
| GARBAGE CHUTE ROOMS-WASH CHUTE DOORS | PM | | | | | | | SPA MAINTENANCE | |
| SWEEP SIDEWALKS, REMOVE GUM | PM | | | | | | | OTHER DUTIES AS REQUESTED FROM MANAGER | |
| RESPOND TO OWNER QUESTIONS | AM/PM | | | | | | | FOUNTAIN MAINTENANCE | |
| WEEKLY DUTIES | | | | | | | | CHECK & REPLACE ALL LIGHT BULBS | |
| VACUUM HALLWAYS, SPOT CLEAN CARPETS (2X WEEKLY) | | X | | | X | | | | |
| DUST HALLWAYS, BASEBOARDS & BENCHES | | | | | X | | | | |
| WASH TRASH ROOM AREA-FLOOR, CONTAINERS & CHUTES | | | X | | | | | | |
| GARBAGE CHUTE ROOMS-WASH FLOORS (2X WEEKLY) | X | | | X | | | | | |
| DETAILED DUSTING OF LOBBIES, WET MOP LOBBY FLOOR | | X | | | X | | | | |
| DUST RAILINGS & SWEEP STAIRWELLS (EVERY OTHER WEEK) | | | X | | | | | | |
| HAND WATER EXTERIOR PLANTS, PULL WEEDS (SUMMER ONLY) | | | X | | | | | | |