

# AMERICAN PLAZA CONDOMINIUMS

5200 S.W. MACADAM, SUITE 160  
PORTLAND, OREGON 97201

## AMERICAN PLAZA NEWSLETTER

MAY 1984

### CALENDAR OF EVENTS

- |         |   |
|---------|---|
| May 15  | Primary Election (voters precinct in Recreation Center Lounge)    |
| May 24  | Board of Directors Meeting - 7:30 P.M. (Recreation Center Lounge) |
| May 25  | Lincoln Outdoor Swimming Pool opens for the summer                |
| July 14 | Association Hawaiian Party (Recreation Center)                    |

### AMERICAN PLAZA NEWSLETTER

Welcome to the First Edition of a monthly newsletter that will be distributed to all residents of American Plaza. The newsletter will normally come out the last week of each month and will be available in the lobby area of all three towers.

Management will be working with your Board of Directors establishing procedures for obtaining and providing resident input into the newsletter. Remember, this is the Association's newsletter so do not hesitate contacting management if you would be interested in serving on a communications committee or have any ideas, suggestions, topics of interest, etc. The newsletter will be only as good as the people in the Association make it.

### ANNUAL MEETING

The Association's Twelfth Annual Meeting was held April 19, 1984 and there were 83.576 percent of the unit owners represented in person or by proxy. Enclosed, with this newsletter, are the minutes from the Twelfth Annual Meeting for your review.

### SPECIAL BOARD MEETING

A Special meeting of the Board of Directors was held April 30, 1984. The Association Board of Directors and officers for the next year are as follows:

Margaret Allen, Chairperson  
Dr. Thomas Thornton, Vice Chairperson  
Anna Stowell, Secretary  
Steve McShatko, Treasurer

Diane Bowen, Director  
Charles Craig, Director  
Walter Bowen, Director  
Eliot H. Jenkins, Director  
Chester W. Ott, Director

Many important issues were discussed so be sure and review the enclosed copy of the Special Meeting Minutes.

### OFFICERS TO HAVE OFFICE - LINCOLN TOWER

An office for the use of the Association's Officers will be established in Lincoln Tower effective May 21 the Association's Chairperson, Margaret Allen, will be holding office hours on Monday of each week 8:00 A.M. to 12:00 P.M. and Anna B. Stowell the Association Secretary will be available on Fridays 2:00 P.M. to 4:00 P.M. to meet with the members of the Association. It will be by appointment only and they can be scheduled through Diana Beck in the Management Office. Entrance to the office will be through the door to the right of the mailboxes.

## SECURITY

Sunday, April 29 between 6:30 A.M. to 8:30 A.M. there were five automobiles burglarized in the garage area and on Thursday, May 3 at 10:30 P.M. a single automobile was burglarized in the garage area and six cars in the Red Lion Inn parking areas. APCA Security Officers attempted to stop the suspect in the garage and were nearly run over. The description of the suspect is as follows:

Black Male, driving a 1981 or 1982 black BMW, 2 door, sunroof, dent in left rear quarter panel, Washington License EPS-495. Police were notified and vehicle is registered in Seattle. If you see this vehicle, call 222-7243 immediately and notify security.

Remember the security of American Plaza Condominiums and its residents is everyone's responsibility. It is important that all residents are aware of what is going on around them. Security Officers are here to maintain the security of the condominiums but they do have 6½ acres to cover and need the assistance of all your eyes. If you see anything suspicious, call the American Plaza number 222-7243. If you see an actual crime taking place, call the police 911 then security as a back-up. Security would appreciate your assistance on the following:

- 1) Do not let persons not known to you into the towers
- 2) Do not prop open entry garage or garbage room doors at anytime.
- 3) Keep your automobiles locked and windows up at all times.
- 4) Report malfunctioning gates, doors, etc. immediately.
- 5) If you use the bicycle storeroom, be sure it is locked when you leave. Also, no storage of motorcycles are allowed, as the storeroom does not have fire sprinklers.

## INSURANCE SUMMARY

This is a summary of the insurance coverages which the American Plaza Condominium Association blanket policies do and don't provide with respect to the personal insurance coverages of the residents:

The following is a brief description of the coverages:

- 1) Coverage is on an "All-Risk" basis. Primary exclusions are Flood, Surface Waters, Earthquake, Nuclear Reaction, Normal Wear and Tear. As of this date, the Association has not elected to purchase coverage for the peril of Earthquake.
- 2) Replacement cost coverage applies.
- 3) A \$200 deductible applies to each occurrence.

Each resident should be aware of the following:

The insurance applies to the structure of buildings only, which by definition includes fixtures, improvements, betterments, additions, extensions and alterations comprising a part of the building and refrigerators, air conditioners, cooking ranges, dishwashers, clothes washers and dryers, contained within the units.

## INSURANCE SUMMARY (cont.)

The residents should obtain the following personal insurances:

- 1) Damage or loss to household goods or other personal property.
- 2) Personal liability for acts and activities, including that portion of the premises coming under the residents' complete ownership and control.

**NOTE:** The Association carries separate liability insurance for commonly owned grounds, pool and similar type areas with unit owners names as additional insured.

3) Rental value of additional living expense to provide use and occupancy coverage should your unit become untenable because of covered loss.

4) Automobile Physical Damage Insurance is not provided by the Association blanket policies. Residents will need to rely on their own automobile insurance in the event vehicles are damaged while in the Association parking areas.

## EXCESS MAIL AND PACKAGES

The Board of Directors reviewed the existing procedures at its Special Meeting as well as several other alternatives. They decided to table the issue until the May 24 meeting in order to solicit unit owner input. With this in mind, a questionnaire was developed which you will find enclosed. Please take the time to complete and return to the management office no later than May 21 so that results can be compiled for the May 24 Board of Directors Meeting. Take the opportunity to let the Board know how you feel.

## SUGGESTION/DROP BOXES

Boxes have been installed in the mailrooms of each tower for unit owners to drop off suggestions, comments, ideas, etc. as well as your monthly assessment payments if you so desire. The boxes have been installed behind the mail slots on each mailroom door. The boxes are locked and will be emptied daily. To use the boxes, just lift mail slot on each door and drop inside into the box.

## MANAGEMENT COMPANY

Multi-Services, Inc. has been retained to provide management, maintenance and security services for the Association. This has dictated some changes. They are as follows:

### **Association Mailing Address:**

American Plaza Condominium Association  
c/o Multi-Services, Inc.  
Suite 160  
5200 Southwest Macadam Avenue  
Portland, Oregon 97201

### **24-Hour Telephone Number:**

222-7243

### **Onsite Office:**

Location: Grant Tower Lobby  
Hours: 8:00 A.M.- 4:00 P.M. Tuesdays  
10:00 A.M. - 6:00 P.M. Thursdays  
By Appointment Only

## MANAGEMENT COMPANY (cont.)

Please call and make an appointment to see our Manager, David Stephens, so that he can meet you and hear your concerns, suggestions, etc.

All service requests should be made through APCA telephone number 222-7242 not given to the onsite personnel. This will assure they get dispatched to the appropriate service department efficiently assuring a quick response when warranted.

## WATER LEAKS

There have been numerous complaints over the years of water leaks, damage, etc. in the units. It is time to look at the total picture and obtain a permanent solution. To do this in a professional manner the Association must locate all the problem areas and then retain a reputable firm to provide specifications for and implement the repairs. To assist the Association it would be appreciated if you would inspect your unit, storage area and garage space for signs of water leakage. If there are any indications of water leakage, please call Diana Beck at APCA 222-7243 no later than May 31, 1984. Summer is coming (we hope) and it is the time to complete the repairs.

## DOG DEBRIS

Management has received several complaints about dog debris throughout the property. As a famous person once said, "Dogs are man's best friend but no one likes to carry the evidence on their shoes." It would be appreciated if everyone would curb their own dog.

## LOST SOMETHING

A lost and found is being kept in the master mailroom in Lincoln Tower. You can stop by during regular mailroom hours and check or call the Management Office and they will check and get back to you.

Remember, If you would like to work on the newsletter, call 222-7243.