

# Approved

MILLRIDGE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MARCH 24, 2010  
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**MINUTES OF THE MEETING OF MILLRIDGE HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS HELD ON MARCH 24, 2010 AT THE MILLRIDGE HOMEOWNERS ASSOCIATION CLUBHOUSE MEETING ROOM.**

**PRESENT:** Rich Leflar, President  
Roger Williams, Treasurer  
Kathy Shaffer-Tamblyn, Secretary  
Marcia Policar, Director At Large  
Isaac McGuire, Director At Large

**BY INVITATION:** Steve Meyer, Community Manager  
COMMUNITY MANAGEMENT INC.

**OWNERS:** As listed on original sign in sheet

**I. Call to Order**

Rich Leflar called the meeting to order at 6:30 p.m.

**II. Introductions**

Introductions commenced throughout the room.

**III. Open Forum - comments only, no discussions please.**

Owners participated in the open forum.

**IV. Acceptance Of The Agenda**

The agenda was accepted as presented.

**V. Discuss / Accept - Meeting Minutes – February 24<sup>th</sup>, 2010**

**AGREED: Isaac McGuire moved to approve the February 24, 2010 Board of Directors meeting minutes as presented. The motion was seconded and carried without objection.**

**VI. Committee Reports**

**A. Treasurers Report**

Steve Meyer presented the treasurer's report.

**B. Landscape Report**

Paul Blomquist presented the landscape report. Paul reported the tree work and treatment that was completed. A bid for stump grinding was \$2,430 for the

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grinding and \$1,470 for the removal of the grinding of the chips. We will prioritize what should be done this year and what can wait for next year. The large stumps and driveways will be dealt with first. Tim will be able to remove the small stumps and rocks. There are approximately 16 stumps.

We are looking at the removal costs for bldg 4, the large holly. We are looking at the replacement gate also with Carol Patterson.

At the Hetzer's unit, there is a bush with the root separating. We will be looking at removing that section. If we do not remove it, this will keep breaking away.

Tim has been spraying the moss killer on the grass and common areas. There is trimming to be done on the bushes and shrubs.

## **C. Architectural**

No report given.

ACTION ITEM: CMI to ask Steve Bregman to reconnect the sump pump drain pipe on 1724.

## **D. Maintenance**

Tim has completed the drainage project by 2 buildings and the water has subsided since the project has been completed. The plumbing valve boxes are draining and are no longer full of water.

## **E. Clubhouse Report**

Jeri Old presented the clubhouse report. There were no rentals in March. There will be one rental in April. A memorial for Larry Sweet will occur on April 5<sup>th</sup>, a Saturday. If we could please put in the newsletter for people to bring refreshments. Jeri will be doing the welcoming and CMI will keep the rental and owners listing. We encourage owners to attend Larry's memorial. Larry has done quite a bit of things for Millridge in the past. Owners should let CMI know when there are new rentals.

## **F. Pool Report**

No report given.

## **G. Neighborhood W.**

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Shirley Carlson presented the neighborhood report. The Oak Hills neighborhood had 2 recent break-ins. Residents should watch for suspicious activity.

**ACTION ITEM: What does the assessment tracking charges cover? CMI to report back to BOD.**

## VII. Unfinished Business

### A. Update on Rental Amendment

CMI provided an update on the rental ballot and the percentages of yes/no votes. The board may go door-to-door with ballots for those that have not voted.

### B. Update for building 9's roofing

Building 9 is almost complete. The work is still commencing.

**ACTION ITEM: CMI to have Brett at Apex give a report on the dry rot found if any.**

## VIII. New Business

### A. Elections & The Annual Meeting

Rich Leflar explained that every annual meeting there has been an election. At this annual meeting, there may not be a term expiring.

### B. Earthquake Insurance

CMI provided the declarations page for the association's insurance and explained the earthquake insurance.

**ACTION ITEM: CMI to find out if the buildings are bolted or strapped to the foundations and if the current insurance will cover this if the buildings are not bolted/strapped.**

### C. Bidding Documents

**D. Buildings 5 & 14, replacing upper and lower siding east wall building 15, replacing upper siding east wall building 1, re-caulk buildings 1, 8, 9 and 10, replacing upper siding west wall building 4.**

**ACTION ITEM: CMI to add the building caulking / spot paint check for the buildings 1/8/9/10 as a secondary item on a per time/materials basis.**

**ACTION ITEM: CMI to add a disputes clause in the rfp. Roger to review.**

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## **E. Contractors Bidding Pool**

CMI explained the contractors bidding pool and the importance having multiple large contractors involved in the bidding pool.

## **F. RFP Process**

Steve Meyer explained the RFP process.

## **G. Proposal Selection Process**

Steve Meyer presented the proposal selection process to the association and made suggestions on how the board might evaluate the proposals.

## **H. AIA Contract Process**

Steve Meyer presented a sample AIA contract for the board to review.

## **I. Reserve Account Balance**

Steve Meyer explained the negative reserve account balance and recommended moving funds from the assessment fund to zero out the reserve fund.

**AGREED: Kathy Shaffer-Tamblyn moved to zero out the 1908 reserve account balance by moving funds from the assessment fund. The motion was seconded and carried without objection.**

## **IX. Next Meeting Date**

April 28, 2010.

## **X. Adjournment**

Rich Leflar moved to adjourn the meeting at 7:40 p.m.