

APPROVED

**AO/27/MRHAO #205
MILLRIDGE TOWNHOME OWNERS ASSOCIATION
ANNUAL MEETING
June 25, 2008
Page 1 of 4**

**MINUTES OF THE ANNUAL HOMEOWNERS MEETING OF MILLRIDGE
TOWNHOME OWNERS ASSOCIATION HELD JUNE 25, 2008 AT 7:00 P.M.
AT THE MILLRIDGE TOWNHOMES CLUBHOUSE LOCATED AT 1610 1/2
NW 143rd PORTLAND OR 97229.**

PRESENT: Rich Leflar, President
Charlene Bray, Member at Large
Kathy Shaffer, Secretary
Ursula Locke, Treasurer

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

**OWNERS AS INDICATED ON THE SIGN IN SHEET KEPT IN THE MILLRIDGE
CLUBHOUSE OFFICE.**

I. Call To Order

Rich Leflar called the meeting to order at 7:00 p.m.

II. Calling Of The Roll And Certifying Of The Proxies

Steve Meyer presented the quorum report, and proceeded with the roll call and certifying of the proxies.

III. Proof Of Notice Of Meeting Or Waiver Of Notice

Steve Meyer presented the proof of notice.

IV. Reading Of Minutes Of Preceding Meeting

AGREED: Charlene Bray moved to accept the meeting minutes as presented. The motion was seconded and carried without objection.

V. Introductions

Introductions commenced throughout the room.

VI. Reports Of Officers

A. President's Report

Rich Leflar presented the President's report. Rich stated that it is nice working with a management company where things are getting done. Rich explained the process of submitting work orders to CMI. The grand total of all buildings is slightly over \$86k. Carol Patterson was thanked for collecting the building door colors. There are several buildings that need to be updated. All buildings that need to be done will not be covered by the time the special assessment is done.

The county contacted CMI today and Rich was conference in. The road improvements on 143rd will now include a sidewalk for Millridge. There will be a variance required and a vote from the board.

VII. CMI Community Manager's Status Report

Steve Meyer presented the community manager's report.

ACTION ITEM: CMI to move the stove purchase and electrical 220v line install charges from operating to reserves.

VIII. Reports Of Committees, If Any

A. Landscaping

Betty Lukins presented the landscape committee report. The bark dust was installed. Some other areas need to be completed. These areas were described. There will be \$5k left in the landscape budget and we would like to see \$3k left for winter for any damages. If there is anything left in the budget after winter, we would like to install some arborvitae for approximately \$10 each. This would be contingent on any storm damages. Tim Long and his sons will bring in the bark dust. The common areas will be done soon and the homeowner's bark dust will be done shortly after the common areas. Some owners are paying \$35 or less. Other owners have a larger area at \$50.

AGREED: Charlene Bray moved to have the common area bark dust complete. The motion was seconded and carried without objection.

There is a silver maple that is rotting and needs to be replaced. Tim quoted \$1,800 for the replacement.

B. Architecture

Carol Patterson presented the architecture committee. There is a 3 page report that describes garage door repairs/painting, unit door painting, missing unit numbers, and other items. There is one building that has the proper door, but it is textured. They are different than the remainder. There are still 2 units that have not responded on the door color requests. The board may consider the lists at another time.

C. Pool Committee

Charlene Bray presented the pool committee report. There has been a motion sensor pool light installed, some lights that were out have been repaired. The new fence was installed and the key/lock issues have been resolved. The pool is now open.

D. Maintenance

The report was presented earlier during the President's report.

E. Clubhouse Committee

Jeri Old presented the clubhouse committee. One neighbor is in hospice and there is a card for owners to sign. Dolly cleaned the clubhouse. Some nails will be pulled out. We are asking for the board to approve \$50 for the monthly cleaning. The carpeting needs some repair. The edge needs stretched and repaired.

F. Neighborhood watch

The neighborhood watch committee provided their report. The sheriff provided some stickers and flyers and refrigerator magnets. Please pick up the magnets and use them.

IX. Election Of Directors

A short break occurred while volunteers counted the secrecy ballots.

Rich Leflar was elected by 39 yes votes.

Paul Blomquist was elected via write in vote. Paul accepted the position on the board.

The officers of the Board of Directors are as follows:

Rich Leflar - President

Charlene Bray – Vice President

Kathy Shaffer - Secretary

Ursula Locke - Treasurer

Paul Blomquist – Member At Large

X. Unfinished Business

A. 911 Emergency Pool Phone / State Statute / Phone Information / Picture

AGREED: Charlene Bray moved to purchase and install the emergency 911 pool phones. The motion was seconded and carried without objection.

There is no monthly fee for this phone or a service.

ACTION ITEM: CMI to purchase the 2 phones.

B. Clubhouse Cleaning Service

AGREED: Ursula Locke moved to have Grandma Dolly provide the monthly clubhouse cleaning at \$50 per month. The motion was seconded and carried without objection.

C. Reserve Study / Maintenance Plan Update

This item was covered under the community manager's report.

D. 2007 Financial Review

This item was covered under the community manager's report.

E. Portland Fence Co – Main Pool Gate

Ursula Locke presented the report on the front pool gate. Portland Fence provided an estimate for a locking pool gate with a hydraulic closer. The price is \$2007. We can obtain other estimates, but Portland Fence Company was the lower bidder on the other pool fence and gate.

ACTION ITEM: CMI to work with Portland Fence to have a steel plate installed so no person can reach through the fence and open the back pool gate.

XI. New Business

AGREED: Charlene Bray moved to give Washington County the right of entry to install the sidewalks as part of the 143rd Ave upgrade project. The motion was seconded and carried without objection.

ACTION ITEM: CMI to provide the meeting minutes and the signed form to Washington County.

AGREED: Paul Blomquist moved to accept the 70-604 tax resolution as presented. The motion was seconded and carried without objection.

XII. Adjournment

The meeting was adjourned at 8:30 p.m.