

DRAFT

**Our Ref: BOD/27/MRHOA #205
MILLRIDGE TOWNHOUSES
BOARD OF DIRECTORS MEETING
April 24, 2014
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**MINUTES OF THE BOARD OF DIRECTORS MEETING FOR THE
MILLRIDGE TOWNHOUSES HELD APRIL 24 AT 6:30 PM AT THE
MILLRIDGE TOWNHOUSES CLUBHOUSE, LOCATED AT 1610 NW
143RD AVE, PORTLAND, OR 97229.**

PRESENT:

Tim Jackson – President
Sue Seaver – Vice President
Charlene Bray – Treasurer
Glen Beckley – Secretary

I. Call to Order

Tim Jackson called the meeting to order at 6:30 p.m.

II. Introductions

Introductions commenced throughout the room.

III. Board member attendance

All Board members were in attendance except Laurie Seifert.

IV. Agenda Sue Seaver moved to accept the agenda. The motion was seconded and carried without objection.

V. Accept/Modify minutes of meeting on 3/27/14. Sue Seaver moved to accept the agenda. The motion was seconded and carried without objection

VI. Committee Reports

- a. Treasurer's Report-** Charlene reported that the Association is 14% under budget and reviewed key financial numbers. Jerry asked about Reserve account "utilities" accrual. Tim asked Jerry to submit his questions about the Reserve account so the CMI accountant could be consulted. And, Ursula asked for the information to be included in an email.

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- b. Landscape Report-**Dana Murphy reported that the committee is getting bids for curb cutting of islands in the main road to improve drainage. And they have been discussing the work schedule with our Landscaper, and reviewing needs for tree trimming. The Landscape Committee also reviewed and approved requests from homeowners. The raised bed request was sent to the ACC, and volunteer mulching was discussed, volunteers are working on getting mulch put down in all areas of Millridge, funded by the homeowners in the area. Nels announced that he wanted to resign as Chair and they are looking for new members of the Landscape Cttee so notify a member of the Landscape Committee or the Board of your interest in helping out.
- c. Architectural Report-** Patty reported that they've met several times and considered 9 requests and made recommendations to the Board. ACC cutoff date is May 12 for requests to be considered for the next Board meeting on May 24. Ursula asked for names of Cttee members to be publicized. Homeowners should make a copy of their requests for approvals because they have been lost.
- d. Maintenance Committee-** Tim reported that we are getting drains cleared. Building 6, 13 and 15 are being worked on and some drain pipes are getting cleared. Berta mentioned that we need more volunteers on the maintenance committee, so please call Tim Jackson if you are interested in participating.
- e. Neighborhood Watch –** Nothing to report
- f. Clubhouse-** Sue reported that she has a couple of reservations for the Clubhouse. She plans to meet with Robert and Christine to review how the Clubhouse usage operates and turn over Clubhouse responsibilities to them.
- g. Pool Maintenance-** Tim reported that there are 22 time slots are filled there are 18 more slots for testing the water chemicals and temperature, which takes about 10 minutes. So, please call Curt Gallaher at 503.645.8821 if you'd like to volunteer to record these readings.
- h. Nominating Committee –** 2 openings – Seaver and Seifert up in June and Tim would like to serve on the Board but not as President. People should volunteer for the Nominating Cttee. Officer positions are chosen by the Board. Shirley and Marcia volunteered for the Nominating Committee.

VII. Unfinished Business

- a. **Siding repair for garage walls of buildings 11 and 12** Board decided to ask Gerard Brooks Construction to include removal of the T111 and use Tyvek to cover the walls before installing HardiePlank in his bid before awarding the bid to him.
- b. **Enforcement of Common-Grounds decorations and "objects of art"**. Tim stated that the most commonly suggested idea for getting control of objects placed in common areas is for homeowners to provide new request forms for ALL objects placed in the common area. The Landscape and Architectural Committees will prepare a list of units with objects on common grounds and each homeowner will resubmit their request for approval of the objects.

VIII. New Business

- a. **Approve new member to ACC Jeaneen Bestful** Charlene moved to accept Jeaneen on the Architectural Control Committee (ACC). The motion was seconded and carried without objection.
- b. **Approve 2015 Reserve Study Update Schwindt & co bid for \$750.** Sue moved to accept Schwindt & Co for updating the Reserve Study and the motion was seconded and carried without objection.
- c. **Approve new windows at 1722** Charlene moved to accept the application, the motion was seconded and carried without objection
- d. **Rental authorization for 1580** – Tim reminded everyone that units approved for rental must be rented within 90 days or lose their position in line to put the unit in the 14 unit rental pool. Sue moved to authorize the rental of 1580, the motion was seconded and carried without objection.
- e. **Approve new fence at 1710** – Glen recused himself since he lives in unit 1710. The ACC had approved the request. Tim informed everyone that the fence is rotten and must be replaced with funds from the Reserve account. There was some discussion about the dimensions of the fence. Sue moved to accept Custom Deck bid for the fence, the motion was seconded and carried without objection.
- f. **Hardie Plank penetration for 1710** – Glen recused himself. Tim stated that this request was for installation of an electrical outlet and water hose connection, which would be paid for by the homeowner. The Architectural Control Committee approved the request, provided that the pipe for the water faucet is insulated and there is a turnoff valve under the house in case of a break in the pipe. Sue moved to accept the Architectural Control Committee (ACC) recommendation to approve the request, the motion was seconded and carried without objection. tioned and it was approved unanimously.

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- g. Approve new windows for 1710** – Glen recused himself. The ACC had approved this application. The windows will be installed at the homeowner's expense. Sue moved to accept the request, the motion was seconded and carried without objection.
- h. Flowers at 1710** – Glen recused himself. The Landscape and ACC had approved this request. The flowers will be planted at the homeowner's expense. Sue moved to accept the request, the motion was seconded and carried without objection.
- i. Planter box location for Sue Seaver** – Sue recused herself. The ACC had approved North fence location for a raised bed. Charlene moved to accept the request, the motion was seconded and carried without objection.
- j. Approve Solar Panels at 1614** The ACC did not approve the request. Tim informed everyone that there is no law that requires HOAs to approve requests, but state law prohibits any exclusion to be written into CC&Rs. There was some discussion about the impact of solar panels on other property values and Jerry cited a US government study that showed that the values of adjacent properties did not decline in value. Tim asked for a motion on the request and none was introduced, so the motion has been tabled. Jerry asked for a written statement about the cause for tabling the request. Tim agreed to provide him with a written statement for tabling the request.
- k. Approve pavers for 1736** – The ACC had approved the request for pavers. The pavers are to be installed at the homeowner's expense. Charlene moved to accept the request, the motion was seconded and carried without objection.
- l. Approve screen door for 1736** – The ACC had approved the request. The screen door is to be purchased and installed at the homeowner's expense. Charlene moved to accept the request, the motion was seconded and carried without objection.
- m. Approve French drain for 1736** – The ACC had approved the request. The drain will be installed at the homeowner's expense. Dana emphasized that an auger should be used for installing the pipe under the sidewalk. Charlene moved to accept the request for the French drain, the motion was seconded and carried with Sue objecting to the project because the piping will go under the sidewalk and might undermine it. She also wanted the homeowner to understand that any sidewalk repairs related to the project would be done at the homeowner's expense.
- n. Approve awning for 1736** – The ACC had approved the request, to be done at the homeowner's expense. Sue moved to accept the request, the motion was seconded and carried without objection.

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- o. Approve removal of stumps in front of Building 8** – The Landscape Committee had recommended approval of American Landscaping’s bid. Charlene moved to award the bid to American Landscaping, the motion was seconded and carried without objection.
 - p. Drainage in front of Building 13** – Charlene recused herself. Sue moved to accept a bid of \$530 from Tim Long (Millridge Landscaper), the motion was seconded and carried without objection
 - q. Approve Office Depot expense for Jackson – \$79** Charlene moved to accept payment of \$79 to Tim Jackson to cover costs for printer cartridges, the motion was seconded and carried without objection.
 - r. Thatching and Aerating bids** – Landscape Committee had recommended American Landscape’s bid to spray for moss, thatch, aerate grassy areas for \$4,725. Dana advised people and pets should to stay off the grass as it will be muddy after thatching. Betty and Paul expressed concern about using the bulk of the landscaping budget for this project and suggested that we could split the project over a 2 year period to minimize the impact on the budget for either year. Dana mentioned that they had considered that and decided to proceed with the entire project. Charlene moved to award the bid to American Landscaping, the motion was seconded and carried without objection.
 - s. Sprinkler heads** Tim Long will inspect the sprinklers to see what needs to be replaced. Charlene moved to authorize \$750 (not to exceed) to be spent on sprinkler repair, the motion was seconded and carried without objection.
- IX. Open floor to members – two minutes please.**
- X. Schedule next meeting date** – Fourth Thursday in May is 5/22/14
- XI. Adjourn** – The meeting was adjourned at 8:00PM