

**DRAFT**

**Our Ref: BOD/27/MRHOA #205  
MILLRIDGE TOWNHOUSES  
BOARD OF DIRECTORS MEETING  
AUGUST 28, 2014  
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**MINUTES OF THE BOARD OF DIRECTORS MEETING FOR THE  
MILLRIDGE TOWNHOUSES HELD AT 6:30 PM AT THE MILLRIDGE  
HOME OWNERS CLUBHOUSE, LOCATED AT 1610 NW 143<sup>RD</sup> AVE,  
PORTLAND, OR 97229.**

**PRESENT:**

Tim Jackson – President  
Sue Seaver – Vice President  
David Clarke – Treasurer  
Glen Beckley – Secretary  
Charlene Bray – At Large

**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.

**IV. Agenda**

Charlene Bray moved to accept the agenda. The motion was seconded by Sue Seaver and the motion carried without objection.

**V. Accept/Modify minutes of meeting on 7/24/2014.**

Sue Seaver moved to accept the minutes. The motion was seconded by Charlene Bray and the motion carried without objection.

**VI. Committee Reports**

**a. Treasurer's Report**-David Clarke summarized key financial figures. Ursula Locke asked about two credits in the accounts and David Clarke said he would find out about them and present his findings at the next Board meeting.

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- b. Landscape Report-** Dana Murphy reported that the Landscape Committee met on the 3<sup>rd</sup> week of the month. The mulch project for the middle of our complex needs volunteers to spread the mulch. Enough money has been collected to buy the mulch. Spreading of remaining fertilizer is scheduled. Jack Gleason has volunteered to help with shrub trimming in the back with his trimming equipment. Suggested budget items for 2015 were discussed, including fertilizer, pesticide spraying for shrubs, new plants near Berta/Sue, Nels and memorial areas. Pavers we have purchased could be put down in the horseshoe area to protect from some of the muddy areas. Mature trees need pruning and they will require upkeep, or lose the trees. Maybe a sub committee should be formed to review the requirements for maintaining the mature trees and report back to the Committee on their recommendations.
- c. Architectural Control Report-** Glen Beckley read the report prepared by Patty Jackson. No requests were submitted to the Committee for review/approval.
- d. Maintenance Committee-** Tim Jackson reported that a sensor that controls lights by the clubhouse has been replaced.
- e. Club House-** Sue Seaver reported that she has received several checks for Clubhouse rental and will be sending them on to CMI.
- f. Neighborhood Watch-** Shirley Carlson reported that a former resident lives nearby and she regrets moving because of all the crime in her neighborhood.
- g. Pool Maintenance-** Curt Gallaher reported that the pool inspector passed our pools and suggested that a flow meter should be updated in the front pool. Some bricks have come loose in the front pool and he is getting bids for regrouting the bricks.

**VII. Unfinished Business**

- a. Swimming pool closures.** Tim Jackson asked if we should keep the pool open for the first 2 weeks of September and then assess the weather forecast to determine whether to leave the pools open longer.
- b. Replace dry rotten cap on fence at 1696** Tim Jackson got a bid of \$500 to replace the 2X4, which seems high. Tim Jackson will ask Gerard Brooks and Mike Malloy for a bid

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- c. **Repair space in front of Barbara Getty's. Part of the unfinished drain repair project.** Repairs should have been taken care of by Frank Hobizal, but he seems to be too busy. Tim Jackson would like to have Tim Long do the work at his T&M rate of \$65.00. Sue Seaver made a motion to have Tim Long finish the repair work at 1620. The motion was seconded by Charlene Bray and the motion carried without objection.
- d. **Sprinkler heads in front of 1642** Current theory is that there is a leak in front of the water meter there. The problem will be shown to TVWD when they are out to do the irrigation system assessment and we will solicit their advice on how to proceed in pinpointing the leak.

**VIII. New Business**

- a. **TVWD Irrigation Assessment – requested by Glen Beckley** Steve Carper to come out Sept 3 to perform an irrigation system assessment for the whole Millridge complex at no cost to the Millridge HOA. We'll schedule a special Board meeting to hear his recommendations after the assessment is completed. Charlene Bray asked for a motion to have the assessment performed. The motion was seconded by Sue Seaver and the motion carried without objection. Dana Murphy also suggested that the assessment consider putting irrigation on a separate meter to take advantage of reduced rates.
- b. **Contract with Absolute Perfection Landscape – requested by Sue Seaver** Sue Seaver reviewed some of the difficulties the Landscape Committee has had in dealing with Tim Long. She reported that during Tim Long's vacation Mike (not sure of his last name) was the liaison person with the Landscape Committee and the communication worked smoothly. Tim Jackson asked Glen Beckley to talk to Tim Long about having Mike continue to be the liaison person and Glen Beckley agreed to meet with Tim Long ASAP about this idea.

**IX. Open floor to members – two minutes please.**

- a. People are not recycling and putting recyclables (glass, cardboard, paper, plastic) in the dumpster.
- b. Linda Weinert gave out Guest passes for each person at Millridge to go to the Columbia Sportswear employee store. The passes expire Oct. 28<sup>th</sup> Linda will pass out the Guest passes to all Millridge homeowners.
- c. Paul Blomquist urged the Board to make every effort made to resolve the leak problem at 1642 in a timely manner.
- d. David Clarke will have a September 9 "Meet the Treasurer" meeting and encourages all homeowners who have HOA financial questions to attend..

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e Are we going to put a weight limit on dogs allowed at Millridge? Tim Jackson mentioned a state law requires an amendment to get 75% for people to approve the weight limit for dogs, which is highly unlikely. It was suggested that a newsletter item should remind residents that they need to keep dogs on a leash.

f. We need budget committee volunteers. The Cost of Living Adjustment (COLA) increase suggested by CMI is 2.3%. We should ask CMI where they got that number. It was suggested that we should use the Social Security COLA. This number is used to calculate the increase in the Millridge HOA dues.

g. We have many new owners and we should be passing the Homeowners' Handbook out to them so they are informed about their townhouse ownership responsibilities. Carol Parker has the handbooks and will be passing them out to new residents.

**X. Schedule next meeting date**

Next meeting is scheduled for 09/25/14

**XI. Adjourn**

The meeting was adjourned at 7:45 p.m.