

DRAFT

AO/27/MRHOA #205
MILLRIDGE HOMEOWNERS ASSOCIATION
ANNUAL MEETING
JUNE 25, 2015
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MINUTES OF THE ANNUAL HOMEOWNERS MEETING OF MILLRIDGE HOMEOWNERS ASSOCIATION HELD JUNE 26, 2014 AT 6 P.M. AT THE MILLRIDGE TOWNHOMES CLUBHOUSE LOCATED AT 1610 ½ NW 143rd PORTLAND OR 97229.

PRESENT: Tim Jackson, President
Sue Seaver, Vice President
Glen Beckley, Secretary
Christine Prince, At Large

ABSENT: Robert Melum, Director

BY INVITATION: Lisa Campbell, CAMP, CMCA, AMS, PCAM
Community Manager
Andrew Vickory, Community Manager
COMMUNITY MANAGEMENT INC., AAMC

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

I. Call To Order

Tim Jackson called the meeting to order at 6:02 p.m.

II. Calling Of The Roll And Certifying Of The Proxies

Lisa Campbell certified that a quorum of unit owners were present in person. 20 owners present were required to meet the quorum requirement.

36 - owners present
17 - owners by proxy
53 - TOTAL OWNERS PRESENT

A quorum was met.

III. Proof Of Notice Of Meeting Or Waiver Of Notice

Lisa Campbell presented the proof of notice of meeting.

IV. Discuss / Accept Minutes Of Preceding Meeting

AGREED: Upon motion made by Barbara Getty, seconded by Bob Hetzer, the June 26, 2014 Annual Meeting minutes were approved as previously distributed.

V. Open Forum

Lisa Campbell encouraged owners to bring forth any comments or issues. Owners commented on the following:

- Tim Jackson requested to the Board that owners not be allowed to encroach into common areas with plantings.
- Shirley Carlson thanked Tim for the being the best President the HOA has ever had.

VI. Reports Of Officers

A. President Report

Tim Jackson reported on the notable progress over the last year. He spoke on his belief of transparency and adherence to governing documents. He handed over a thumb drive containing copies of all HOA documents during his tenancy. Report attached to minutes.

B. Treasurer Report

Tim Jackson presented the Treasurer's report. At the end '14 and currently in '15 the HOA remains under budget. The HOA was in position to address long term projects. Report attached to minutes.

VII. Reports Of Committees

A. Landscaping

Report attached.

B. Architecture

Report attached.

C. Pool Committee

Report attached.

VIII. Election Of Officers

Lisa Campbell explained that there were 2 positions open on the Board of Directors. Recently Robert Melum was appointed to the Board and replaces David Clark's position which will expire in 2017. Tim Jackson and Glen Beckley's terms expire at the meeting. The floor was opened to nominations.

Isaac McGuire was nominated from the floor and Alyssa McGuire spoke on his behalf as to what he would bring to the Board.

AGREED

Upon motion made by David Clarke, seconded by Barbara Getty, and unanimously agreed the floor for additional nominations was closed.

AGREED

Upon motion by Jerry Weinert seconded by David Clarke, a unanimous ballot was cast to elect Isaac McGuire to serve a three-year term on the Board of Directors. The empty position that will expire in 2016 will be appointed by the Board of Directors.

IX. Unfinished Business

No unfinished business was presented.

X. New Business

A. 70-604 Tax Resolution

Lisa Campbell presented the 70-604 tax resolution for signatures.

AGREED: Upon motion made by Sue Seaver, seconded by Barbara Getty, the 70-604 Tax Resolution was unanimously approved as presented.

XI. Next Meeting Date

The next annual meeting will be held on June 23, 2016 in the clubhouse.

XII. Adjournment

AGREED: Upon motion made by David Clarke, seconded by Paul Blomquist, and unanimously agreed, with no further business to discuss the meeting was adjourned at 7:25 PM.

President's Report 2015

June 25, 2015

Governing Documents

Again this year the Millridge Board was carefully guided by state and federal law, our Bylaws, and CC&R's. Vigilant interpretations have insured that all homeowners are treated equally. Clear lines have been drawn between responsibilities of the HOA and homeowners.

Transparency

All meetings are open to homeowners. Board decisions are made at open meetings, and Board members avoid sharing opinions among each other by phone or email prior to a meeting. In the last 12 months, there has been just one private Executive Session (without owners).

Copies of financial reports are shared at every Board meeting; and at least quarterly, copies are emailed or hand delivered to every homeowner. Committee meetings are also held in the clubhouse, and open to homeowners.

In addition to clubhouse postings, notices of upcoming meetings go out several times per month by email. They include pending agendas, so owners can be aware of matters with which they have a personal interest. Millridge maintains an official website for access by owners, and an unofficial site for the general public. The HOA pays only for the official site, and I will continue to maintain the unofficial website. It has been extremely helpful to potential new owners, and is also becoming an archive of documents for Board decisions.

Revenue and Spending

Spending was under budget for all of 2014, and remains so through May for 2015, in spite of an accounting error at CMI regarding the cost of insurance. It is not expected to stay that way.

At the end of May, the HOA had only two accounts that were over 60 days delinquent, and both are on payment plans to return them to normal status.

Projects

The Reserve Account is growing slightly, as the HOA carefully resumes spending on long term projects. We will soon have to spend to repaint and reroof, and we are better prepared now with the dues increase of 2014 and the restoration of Cost-of-Living increases.

Large trees and the old sprinkler system will require funding this year, and the asphalt paving is going to require a Special Assessment before too much longer.

Volunteers

Millridge is blessed with many homeowners who care about its appearance and operations. We have swimming pool monitoring and Neighborhood-Watch volunteers, who keep us safer. We've had budget members who worked to keep us financially solvent, a clubhouse volunteer who keeps our meeting place desirable, and our Architectural Control Committee and Landscape Committee members keep us proud of our surroundings. We even have a few owners who quietly put up holiday lights and flowers at the entrance. As a homeowner, I thank each and every one of you. As President, I'm grateful for the pride our volunteers have allowed us to share. .



Annual Report Treasurer 2015

Careful spending in 2014 and the first half of 2015 has allowed Millridge to fund the Reserve Account, and may now pay for a painting project for at least one building. (\$17,000 to \$21,000). Other long term projects like tree trimming could be considered in the coming months.

For year-end 2014 the HOA's spending was 9.4% under budget. And through May of 2014, spending is 9.1% under budget.

Reserves at the end of 2014 were at \$62,280, and as of May 2015 the Reserve Account contains \$80,210.

The Reserve Study by our accountants, Schwindt & Co, is a guide and should be adhered to, but doing so is not mandatory. Our own evaluations of our conditions may be done as the Board sees fit.

Landscape Annual Report 2015

Differences in landscaping goals during 2014 led to the selection of another vendor in January 2015. The vendor selected to continue our contract was Pacific Landscaping. Pacific comes to us with as an experienced commercial provider with an outstanding crew and equipment.

The contract is being implemented with a one scheduled day per week detail. Providing a monthly savings of approximately 500.00 to the HOA.

I meet with the supervisor of our account every 4 to 6 weeks to help with the specific issues involving our property. The Landscaping Committee is fortunate to have members in the various sections of the property, front, middle and back. During meetings we discuss concerns that are brought up by neighbors or that we identify.

This year is shaping up to be another scorcher; so much time is spent conversing about various irrigation issues. In the spring the board approved new sprinkler heads and adjustments to existing heads. In addition, weather monitoring irrigation control systems were added. We are looking ahead to August to compare year over year water savings.

I am pleased with the new contract, but acknowledge that we are still working out some details with new vendor. By the start of next year things should run smoothly with respect to the itemized contract. I would expect everyone is pleased with the money being saved. As I have said before, we are lucky to have such beautiful grounds unfortunately they are expensive to maintain.

Architectural Control Committee Annual Report 2015

The ACC has processed 8 requests within the Annual Meeting timeline.

We would like to thank the MHO residents for properly using the Request forms. They are located near the front door of the clubhouse.

All requests for use of the common property and/or any additions that are visible from our common property, must be submitted on a Request Form. Please fill out the form, send it to CMI, and they will send it to the proper committee. The committee will process your requests and pass them on to the board for their final consideration.

We have been working hard to keep an updated record of all proposals, with final decisions, concerning the altering of common property. In the next few months, we will be working on making some guidelines for use at Millridge. These will help facilitate quicker decisions, and a better understanding of how the ACC works. The ACC was created by the MHOA 'decs and by-laws'. They establish the definition, and the parameters under which the committee operates.

Thank You,

Patty Jackson for the ACC

Swimming pools Annual Report

We had enough people to check the chemicals in the pools. thank you to all our volunteers.

Apollo Pools made two service calls at the front pool. The heater would not start after being turned off all winter, which they corrected. They also fixed a water leak at the pump discharge.

There was the issue of the loose bricks at the pool edge of the front pool. We put cones around them to keep people off them. We did find more loose bricks around the pool edge. Sue Seaver found an excellent brick mason who repaired them all. Thank you Sue. These bricks were all repaired in the current fiscal year.

We passed the Washington County pool inspection. The inspector did find some small issues that she wanted corrected. We replaced our 3 part per million test kits with 5 part per million test kits. We were going to replace a broke flow meter at the front pool, but Clearwater Services determined it was only a stuck float valve. At the back pool, we still have to fix two concrete slabs that are greater than 3/16 of an inch apart and the pool deck and bricks in the same area that are greater than 1/4 of an inch vertical distance apart.

Clearwater Services replaced the sand in the front pool sand filter as part of the ongoing maintenance.

Clearwater Services has suggested some ways to save money in the long run on current issues at the front pool. Repair a long crack running through the pool deck bricks. This could cause more loose bricks and a section of the deck to collapse into the pool. Also, the loose tile under the pool bricks at the water's edge is caused by improperly putting mortar behind the bricks not allowing them to expand and contract. Now they press down on the tile thus loosening them. There are already two cracks in the pool wall behind the tile that have fallen off thus allowing water to run thru the crack. Also the vacuum hose used to clean the pool has lost about half of its suction thus causing longer vacuuming time and increasing the expense. Find the problem and fix it, if not too expensive.

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