

DRAFT

Our Ref: BOD/27/MRHOA #205
MILLRIDGE TOWNHOUSES
BOARD OF DIRECTORS MEETING
April 23, 2015
Page 1

**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 143RD AVE,
PORTLAND, OR 97229.**

PRESENT: Tim Jackson – President
Sue Seaver – Vice President
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**
 - a. All Board members were present except for Christine Prince.
 - b. Open Floor to request and approve fifth Board member to replace Dave Clarke, whose term ends June 2017. Nobody volunteered.
- IV. **Approve/Modify Agenda**
Sue Seaver moved to accept the agenda. The motion was seconded by Glen Beckley and carried without objection.
- V. **Accept/Modify minutes of meeting on 3/26/15.** Sue Seaver moved to accept the minutes. The motion was seconded by Glen Beckley and carried without objection.

MILLRIDGE TOWNHOUSES
BOARD OF DIRECTORS MEETING
April 23, 2015
Page 2

VI. Committee Reports

- a. Treasurer's Report-** Tim Jackson reported that we are under budget for the month by 58% (no water bill this month however, as well as no entry for invoicing from the landscape company).
- b. Landscape Report-** Tim Jackson reviewed the Landscape Committee report. Two two requests were submitted. The committee approved planting arborvitea at 1656 to be paid for by the owner. The committee disapproved removing pine trees at 1654 unless the homeowner pays for the expense. The committee approved a bid from Pacific Landscape to replant the Alaskan Cedar in front of the Clubhouse for \$150. A bid for a paver path was referred to the Maintenance Committee as it is not a landscaping project. The Committee will ask Pacific Landscape to bid on cleaning up the end of Building 6 where the 2 pine trees were removed. They would like to see a dry creek bed with drought resistant grasses to avoid irrigation expenses for that area if shrubs were planted. The Committee will also be following up with Pacific Landscape re: a pruning schedule and pruning details.
- c. Architectural Control Committee Report-** No requests, nothing to report.
- d. Maintenance Committee-** Tim Jackson - nothing to report.
- e. Club House-** Sue Seaver reported that there are 3 pending reservations for the club house this month. The light fixture in the bathroom was replaced by Al Kramlich.
- f. Neighborhood Watch-** Shirley Carlson reported that people should update their wills.
- g. Pool Maintenance-** Nothing to report
- h. Ad Hoc Irrigation Upgrade Committee Report:** An Ad Hoc Irrigation System Upgrade Committee (Glen Beckley, Sue Seaver, Dana Murphy, Robert Melum) met with Pacific Landscape to evaluate options for upgrading our aging irrigation system. Three projects were recommended

MILLRIDGE TOWNHOUSES
BOARD OF DIRECTORS MEETING
April 23, 2015
Page 3

by the committee: 1) upgrade 119 sprinklers and rotors (\$790), 2) upgrade and adjust nozzles and move nozzles for better coverage (\$860), 3) replace existing timer controllers with weather sensitive controllers (\$1,810) so sprinklers will not be on when it is raining, among other features. Each of the projects are estimated to have a 3-4 year payback in savings on water consumed by the old units. TVWD will give us \$450 in rebates for these water saving upgrades.

IX. Unfinished Business

- a. **Clubhouse cleaning:** Sue Seaver reported that a bid of \$95/mo. to do monthly cleaning. Sue made a motion to accept the bid, Glen Beckley seconded the motion. No one voted for the motion so it was not carried.
- b. **Plants by Building 6:** Sue Seaver made a motion to approve a Not To Exceed \$510 project to finish the landscaping by Building 6. Glen Beckley seconded the motion and it carried without objection. The Landscape Committee is considering a drought resistant rock feature there vs. planting shrubs requiring irrigation.
- b. **Planter box approval for 1720.** This request was disapproved by the Architectural Control Committee. A motion made by Sue Seaver to approve the project, however, there was no second so the motion died.

VII. New Business

- a. **We need a Board Nominating Committee to serve as chair.** Glen Beckley volunteered to chair the Nominating Committee. One additional person needs to be nominated for the Board starting in June.
- b. **Approve expenditure for printer ink and copier.** A motion made by Sue Seaver and seconded by Glen Beckley to reimburse Tim Jackson for ink and paper (\$143.97). The motion carried without objection.
- c. **Irrigation system upgrade:** Sue Seaver made a motion to approve \$860 for replacing sprinklers and rotors by Pacific Landscape. Glen Beckley seconded the motion and it carried without objection. Sue Seaver made a motion to approve \$790 for moving sprinklers and rotors so that there is adequate coverage for the areas to be upgraded. Glen Beckley seconded the motion and it carried without objection. Sue Seaver made a motion to accept \$1,860 for upgrading the controllers with weather sensitive

MILLRIDGE TOWNHOUSES
BOARD OF DIRECTORS MEETING
April 23, 2015
Page 4

controllers. The motion was seconded by Glen Beckley. After discussion the motion was modified to add the caveat that the approval assumes that the controllers do not require a cell phone account for communication purposes. The motion carried, as modified, without objection.

- b. Remove pine trees adjacent to 1654:** No motion was made to cut the trees down at HOA expense, so this project was not approved.

VIII. Open floor to members – two minutes please –topics discussed

- a.** Some sidewalk areas were recently leveled to reduce trip hazards.
- b.** PGE dug up some underground power lines due to a power failure and this has been repaired.
- c.** New homeowners need pool keys.
- d.** Some homeowners are parking cars in front of the Clubhouse this becomes a problem particularly on weekends when the Clubhouse is used. Each unit has a 2 car garage which should be used for parking so there is enough room for guests to park.

IX. Scheduled next meeting date
Fourth Thursday on May 5/28/15

- X. Adjourn**
The meeting was adjourned at 7:45 p.m.