

**MillRidge HOA  
Draft Minutes  
Regular Board Meeting  
Thursday, July 70 6:30 pm HOA Clubhouse**

**President:** vacant **Treasurer:** vacant. **Secretary:** Sue Seaver **Vice President:** Vacant **At-Large**  
Robert Melum. Christina Prince, Issak McGuire

- I. Call to Order 6:30pm.**
- II. Introductions: membership and board introduced themselves, about 24 signed in.**
- III. Board Member Attendance: a quorum was established.**
- IV. Approve/Modify Agenda – Moved and second to approve agenda, Approved**
- V. Election of Officers**
  - a. Appointment of Officers: (Treasurer, Secretary) – Mark Jaqua/President, Isaac McGuire/Vice President, Christine Prince/Secretary, Sue Seaver/Treasurer, Robert Mellum/At Large
  - a. b. Appointment of Committee Members – those currently appointed to remain. Robert Mellum to join Maintenance Committee. Still need volunteers for Treasurers Report, Nominating Committee, and Architectural Committee
- VI. Approval of Minutes**
  - a. Accept/Modify Minutes of Meeting on 5/28/15 – **unable to accept/modify as minutes not available, deferred till next meeting.**
  - b. Accept/Modify Minutes of Special Meeting on 6/12/15 – **unable to accept/modify as minutes not available, deferred till next meeting.**
- VII. Committee Reports**
  - a. Landscaping –**Dana Murphy reviewed the June Report and spoke to a range of issues listed below. Discussion included working with Contractor and long term care and maintenance of trees where leaves, roots and limbs are creating maintenance issues for structures. Treatment and feeding for plants and trees is a long term issue that coincides List of maintenance items brought forth by Landscape Committee. Contacts for Landscaping: Chris Morris—Front area, Carol Parker—Middle area, and Dana Murphy, back area.**
  - b. Maintenance: **Robert MELUM is its only member.**

- c. Neighborhood Watch brought up the issue of unsanitary dumpsters – **JAQUA to work with CMI/Walker Garbage to rectify. Dumping of trash without garbage bags is also a concern.**

#### **VIII. Unfinished Business**

- a. Approve/Accept bid from Pacific Landscaping \$1990.00 to use pavers in Olson garage. Move pavers. – **Landscape Committee to send bid to Board to review for next meeting.**
- b. Process for tracking clubhouse rent payments. **SEAVER updated the board on problems regarding deposits of payments into the wrong account. She will follow-up with CMI to insure it is resolve.**

#### **IX. New Business**

- a. Approve Not-To-Exceed (NTE) bid from Pacific Landscape for \$500 to repair two leaks in sprinkler system lines. Submitted by email, without attachment. – **Repairs have already been made, Landscape Committee to follow up with Pacific.**
- b. Approve request for a planter box by 1752. – Moved and second to approve as requested. Approved by voice vote.
- c. Discuss gutter cleaning frequency & policy for extra needs: **Dana included items in general landscape discussion.**
- d. Discuss overgrown trees causing gutter issues Dana **included items in general landscape discussion.**
- e. Corporate Resolution (US Bank Signature Card) – **signed by Board**
- f. Approve removal of unauthorized material on Common ground at 1738 (DuBosch) and 1630 (Clarke) – **Several residents spoke in favor and in opposition to the Board requiring removal of unauthorized garden items and plants upon recommendation by the Landscaping Committee. Carol DuBosch provided a letter and Dave Clarke was present to describe his plants. The Board considered prior information regarding the development and history of the two properties and the use of HOA common ground. Moved and second to Approved requiring the property owners to remove the items within 30 days. Moved and second to amend removal date to 90 days (October 1). Amendment passed. Board voted 2 in favor, 2 opposed, JAQUA voted in favor to removal of items by 10-1-15 JAQUA will follow up.**

- g. Homeowners communicating with Vendors – **SEAVER and Dana Murphy discussed issues with residents giving direction to contractors or asking for specific work. Dana stated that the contractors have to follow their schedule of work and any changes need to be made through the committee and forman, which is the current policy.**
- h. Irrigation issues. Add time to water distribution or remain on conservation measures – **Board concurred to remain on conservation**
- i. Lace Leaf Control: **Dana included items in general landscape discussion.**
- j. Policy on tree/shrub work on common ground. **Question whether licensed vendors only or anyone that wants to do the work on residences or adjacent common ground. Board affirmed that only licensed vendors and homeowners should work on common property as per our maintenance plan.**
- k. Policy on sprinkler head movement, raise/lower, etc. **Dana will work with the contractor to identify best placement and upgrades to sprinkler heads.**
- l. FAQ for homeowners. **SEAVER described the need for a FAQ for homeowners that will provide basic info for new and current residents with updated information.**

**X. Members Comments.** Several members made comments or statements to the board and attending membership.

**XI. Next Meeting:** 4<sup>th</sup> Thursday, August 28<sup>th</sup> 2015 6:30pm HOA Clubhouse XII.

**Meeting Adjourned.**