

**DRAFT**

**Millridge Homeowners Association  
Meeting Minutes  
Board of Directors Meeting  
June 6, 2019**

**I. Call to order.**

A regular monthly meeting of the Board of Directors of the Millridge Homeowners Association was held at 1610 ½ NW 143<sup>rd</sup> Avenue, Portland, OR 97229 on June 6, 2019. The meeting was called to order at 6:35 pm, upon adjournment of the association's annual meeting.

**II. Introductions and Board Member Attendance.**

Introductions proceeded throughout the room.

*DIRECTORS PRESENT:*            **Justin Redd**  
   **Laura Holgate**  
   **Sue Seaver**  
   **Tom Messecar**

*ABSENT:*                            **Jim Bauer**

**III. Election of Officers.**

**Justin Redd** was duly nominated and elected to serve as **President** of the HOA.  
**Laura Holgate** was duly nominated and elected to serve as **Secretary** of the HOA.  
**Sue Seaver** was duly nominated and elected to serve as **Treasurer** of the HOA.  
**Tom Messecar** was duly nominated and elected to serve as **Vice-President** of the HOA.

**IV. Approve/modify agenda.** The agenda was approved with additional items.

**V. Approve / modify 5/2/19 meeting minutes.** Sue Seaver moved that the draft version of the minutes of the 5/2/19 regular board of directors meeting, which was provided to the Directors for review prior to this meeting, be approved without changes. The motion was seconded and unanimously carried.

**VI. COMMITTEE REPORTS**

- a. **Treasurer's Report.** Report was given at annual meeting; no further report made
- b. **Landscape Committee.** Chris Morris, landscape committee chair, read the written landscape committee report, a copy of which is attached to these minutes.
- c. **Architecture Committee.** No report made.
- d. **Maintenance Committee.** No maintenance committee; no maintenance report made.
- e. **Clubhouse Committee.** Report was given at annual meeting; no further report made.
- f. **Neighborhood Watch.** Report was given at annual meeting; no further report made.
- g. **Pool Committee.** Penny Moody, Pool Committee chairperson, reported that volunteers are needed to get the poolside furniture out of storage, clean it, and set it up before the pool opening date of June 15<sup>th</sup>. She also reported that she and Jeaneen have scheduled the chemical check volunteers and that Kurt Gallaher has been very active in getting the pools ready for the season. A leak has been found in the pump, but they are working with Sam, the pool maintenance vendor, and expect it will be repaired prior to the scheduled opening date.

**VII. OWNERS' FORUM**

- a. An owner asked about the insect traps that are in several locations in Millridge. Justin Redd explained they were placed by the Oregon Department of Agriculture as part of the effort to contain the spread of Japanese Beetles.
- b. An owner complained that plants she had planted in front of her unit were torn or cut up and left lying on top of the ground, and also that the grass across from her front door was all dug up by careless mowing done with an old riding lawn mower. She asked Steve Meyer to contact Pacific Landscape about the mess they've made of the lawn and planting beds. The board agreed to forward pictures to Steve for him to send to Pacific Landscape when he contacts them about the complaints.

**VIII. OLD BUSINESS**

- a. **Pool opening.** Status report only. The pool opening date is Saturday, June 15<sup>th</sup>. There is a pump leak that the pool maintenance company is in process of getting fixed. Tom Messecar volunteered to coordinate a group of volunteers to get the deck furniture out of storage so it could be cleaned and set up.
- b. **Sump pump inspections.** Status report only. Steve Meyer has not received the information he's requested from CMISD about the second round of inspections that were scheduled for May 14 and 15<sup>th</sup>. He will follow up and get a report to the board of directors.
- c. **Homeowners delinquent on HOA payments.** Status Report only. Justin Redd reported that some progress has been made on reducing delinquent accounts but the largest delinquency is from the unit that was sold at foreclosure auction for less than what was owed to the mortgage lender, resulting in no proceeds being available to pay the HOA lien. Laura Holgate suggested that although the lien against the property can't be collected, the unpaid fees are still a personal, unsecured debt of the former owner and the HOA may want to consider options for collecting on that before writing it off as uncollectable.
  - i. **Unsecured debt after foreclosure.** Sue Seaver moved that Laura Holgate contact the HOA collections attorney to inquire about the cost and advisability of pursuing a judgment against the heirs and devisees of the former owner for the delinquent fees, which are now an unsecured debt. The motion includes authorization of not more than \$300 for legal fees and costs necessary to determine whether further collections efforts are advisable. The motion was seconded and unanimously carried.
- d. **Repairs needed to some end-unit fences.** Laura Holgate moved to postpone this matter pending receipt of at least three bids. The motion to postpone was seconded and unanimously carried.
- e. **Paving work needed.** Sue Seaver moved that the board, in coordination with CMI, get three paving contractors out at one time to assess and prioritize paving needs and to provide bids for the highest priority work with bid expiration dates good through summer of 2020. The motion was seconded, discussed, and unanimously carried.

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**IX. NEW BUSINESS**

a. **1722 (Kramlich) owner request for pruning and trimming of various shrubs near 1722.** Chris Morris, landscape committee chair, stated the request was received after the committee had met to vote on items to recommend at this meeting, but she believes the requested work can be done by Pacific Landscape and worked into the regular contract schedule. She will contact homeowner. If any other action is needed, the landscape committee will make a recommendation to the board for the next regular meeting.

b. **Occupancy and ownership forms.** Sue Seaver made the following motion, which was seconded, discussed, and unanimously carried:

*The deadline for receipt of completed Statement of Lot Occupancy forms from all owners shall be 6/15/19; violation notices shall be sent after that date to all owners that haven't provided the completed form; and fines shall be levied beginning 6/15/19 against the HOA accounts of those owners.*

c. **Reimburse Penny Moody \$150 for purchase of pool keys.** Sue Seaver moved that Penny Moody be reimbursed \$150 for pool gate keys. The motion was seconded and unanimously carried.

d. **1632 (Jaline) - owner request to replace front door with steel door that has decorative glass panel.** Laura Holgate moved that the request be approved with conditions. The motion was seconded and discussed. After discussion, the motion was amended as shown below and unanimously carried.

*Approval of the request is made subject to the following conditions being met: 1. Owner provides a photo of the door she intends to install; 2. Owner agrees door shall be painted one of the ACC-approved paint colors; and 3. ACC recommends approval.*

e. **1642 (Blomquist) – owner request to place dumpster on common area property for two days.** Sue Seaver made the following motion, which was seconded, discussed, and unanimously carried:

*Jeff Blomquist shall be allowed to park a dumpster in the parking space nearest to unit 1642 for two days, beginning at the end of next week.*

X. **Next meeting date.** Upon motion by Justin Redd, duly seconded and unanimously carried, the **next regular board meeting will be held on Thursday, July 11<sup>th</sup>, at 6:30 pm.**

XI. **Adjournment.** Upon motion of Tom Messecar, duly seconded and unanimously carried, the meeting was adjourned at 7:40 pm.

Millridge Landscape Committee Report  
For 6/6/19 HOA Meeting

The landscape committee met on Thursday, May 16, 2019. There were no homeowner requests to consider. The committee discussed the completion of our three year big tree project. We discuss the irrigation system and any feedback the committee has received about its effectiveness thus far in keeping the Millridge grounds watered. The committee discussed money spent so far this year and possible future expenditures. We arranged a walk-around to look at beds with a focus on plants that might eventually need to be removed.

The landscape committee will meet again on Thursday, June 20 at 6:30 pm in the clubhouse. All residents are invited to attend.