

**MURRAY PARK CONDOMINIUM
BOARD OF DIRECTORS MEETING
OCTOBER 22, 2014
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MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE MURRAY PARK CONDOMINIUM HELD ON OCTOBER 22, 2014 IN THE BEAVERTON COMMUNITY CENTER ACTIVITIES ROOM, LOCATED AT 12500 SW ALLEN BLVD, BEAVERTON, OR 97005.

PRESENT: Kathie Steele, Chairperson
Vicki Cooper, Secretary
Jeri Pietzold, Director
Paul McElhiney, Director

ABSENT: Joan Jarvis, Director

BY INVITATION: April Holden, Community Manager
COMMUNITY MANAGEMENT INC.

OWNERS PRESENT: No Owners Present

I. CALL TO ORDER

The meeting was called to order by Chairperson Kathie at 6:30 PM.

II. AGENDA – The Board reviewed the agenda for the meeting.

AGREED: The agenda was amended and approved without objection.

III. PREVIOUS MEETING MINUTES – The Board reviewed the minutes of the August 27, 2014 meeting.

AGREED: Jeri moved to approve the minutes as amended, it was seconded and unanimously carried to approve.

IV. MANAGER'S STATUS REPORT - April Holden, Community Manager on behalf of CMI, presented a report, see attached.

V. OFFICER REPORTS: Nothing was reported.

VI. COMMITTEE REPORTS: Kathie Steele reported for the Landscape Committee in Joan Jarvis' absence, see attached.

VII. UNFINISHED BUSINESS

A. BICYCLE RACKS - Discussion followed relative to bicycle rack installation.

AGREED: It was agreed without objection CMI to install hanging hooks for bicycles in the common area storage after the request of residents. It was also agreed to put this information in the newsletter.

B. WILLAMETTE LANDSCAPE CONTRACT - Discussion followed relative to renewing Willamette Landscape's contract.

AGREED: Kathie moved to renew Willamette Landscape's contract for \$16,824 annually; it was seconded and unanimously carried to approve.

C. 2015 BUDGET – Discussion followed relative to the 2015 Budget.

AGREED: Kathie moved to approve the 2015 Budget reflecting a 3% increase; it was seconded and unanimously carried to approve.

D. 2015 RESERVE STUDY UPDATE – Discussion followed relative to the 2015 Reserve Study Update.

AGREED: Jeri moved to approve the 2015 Reserve Study Update; it was seconded and unanimously carried to approve.

E. **FHA STATUS** – It was noted FHA status was approved and expires October 15, 2016.
AGREED: No action needed.

VIII. **NEW BUSINESS**

A. **COMMUNITY VOLUNTEERS** - Discussion followed relative to the need for volunteers.
AGREED: It was agreed without objection to solicit volunteers in the newsletter.

B. **COMCAST BOX RELOCATION** - Discussion followed relative to relocating the Comcast box located too close to the building. It was noted Comcast can relocate it for approximately \$600.

AGREED: It was agreed without objection CMI to get this quote in writing to present at the next Board meeting to confirm the specifications of relocation.

C. **RETAINING WALL PROPOSALS** - Discussion followed relative to retaining wall proposals received from Willamette Landscape for \$34,947 and Old Country Construction for \$45,000.

AGREED: It was agreed without objection to postpone discussion until the Board can review examples provided.

D. **CARPOR NUMBERING SYSTEM** - Discussion followed relative to renumbering the carports.

AGREED: No action taken.

E. **MAP OF COMMUNITY SIGN** - Discussion followed relative to the appearance of the community map sign.

AGREED: Jeri volunteered to touch up the paint on the community map sign in the spring of 2015, as weather allows.

F. **BUILDING ASSESSMENT PROPOSALS** - Discussion followed relative to building assessment proposals with 10 openings. Morrison Hershfield \$2650, Forensic Building Consultants \$2975 and RDH \$9400. It was noted the cost for the contractor to open the investigation site is additional.

AGREED: Paul moved to approve Forensic Building Consultants for \$2975; it was seconded and unanimously approved.

G. **ERGO FRIENDLY BENCHES** - Discussion followed relative to installation and research of ergo friendly benches.

AGREED: It was agreed without objection to postpone discussion until next Board meeting.

H. **DOG WASTE STATIONS:** Discussion followed relative to installation of dog waste stations.

AGREED: It was agreed without objection to table discussion indefinitely.

I. **GUTTERS** - Discussion followed relative to the installation of the new gutters. It was noted the new gutter size is smaller than the old and there is an unpainted area where the old gutters used to be that the new gutters do not cover. It was also noted Great NW Gutter offered a free gutter cleaning in January as a result of not communicating this to the Board before completing the work.

AGREED:

Jeri moved to accept the offer from Great NW Gutter for a free gutter cleaning in January 2015; it was seconded and unanimously carried to approve.

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- IX. **EXECUTIVE SESSION:** Kathie moved to adjourn the regular session of the meeting to discuss accounts receivables in executive session; it was seconded and unanimously carried.
- X. **RECONVENE:** Jeri moved to reconvene the regular session of the meeting; it was seconded and unanimously carried.
- XI. **ACCOUNTS RECEIVABLE BALANCE WRITE OFF'S:** Discussion followed relative to Landye Bennett Blumstein's recommendation to write off \$21,652.85 of uncollectible accounts receivable balances.
AGREED: Victoria moved to write off \$21,652.81 of uncollectible accounts receivable balances as recommended by Landye Bennett Blumstein; it was seconded and unanimously carried to approve.
- XII. **ADJOURNMENT:** The meeting was adjourned at 9:20 p.m.

Approved on 1/7/15

Signature 