

MURRAY PARK BOARD OF DIRECTORS
MEETING MINUTES
05/28/19

PRESENT:

Jason Elder, Chair
Candace Gray, Secretary/Treasurer
Gary Hardy, Director

ATTENDEES: David Hummel and Shannon Hylton from CAP and 15 additional attendees/owners

LOCATION: 4755 SW Griffith Dr, Beaverton OR;

1. CALL TO ORDER
 - a. Jason Elder called the meeting to order at 6:10pm
2. APPOINTMENT OF OFFICERS
 - a. Mary Lou Turner appointed
 - b. Harry Burns appointed and discussion relative to the appointment of officer
3. UNFINISHED BUSINESS
 - a. Landscaping company will be reviewed
 - i. Much maintenance needed; will review contract and financials around landscaping company
 - b. Construction Project to be reviewed
 - i. Board will review information
 - c. Financials and Bids with current Vendors
 - i. Board will review who and what we are currently paying for, contracts and the work being done
 - ii. Will make information available in meetings and/or on the website as it becomes available
 - iii. We will not be able to disclose any bids on the website before a decision has been made to ensure
4. OWNER DISCUSSION/FEEDBACK
 - i. Owner voiced concerns about roof conditions, not currently leaking but want to prevent future damage
 1. Roofs need to be cleaned
 2. Gutters need to be cleaned and replaced; there is currently a bid for this work
 3. Any future roof inspection will need access to attics in each building; will need owners in upper units to volunteer to allow access to attic. This was not done by the previous inspection 5 years ago.
 4. Building 6 has extra shingles for replacement
 - ii. The 4 sewer drains in the complex need to be cleaned out
 - iii. During building exploration, siding was removed and damaged; this will need to be fixed
 - iv. and painted for various buildings in the community

- v. Owner wanted to know timelines for work to be done
 - 1. Board is only three weeks old, needs time to collect documentation/contracts to review before making any decisions
 - 2. Will discuss timelines at the annual board meeting
 - vi. Owner requested a retracted statement around the special assessment
 - 1. Board agreed that we cannot give any statements on the status of special assessment until a current inspection has been completed
 - vii. Owner requested improvements be made on the community website
 - 1. Requested a way for open communication between neighbors
 - 2. The board will look into website enhancements in the future; will continue to post information on the website as it becomes available
 - viii. Owner requested a regular cadence for hosting meetings
 - ix. Owners requested repainting curbs and parking spot lines
 - x. Owners voiced concerns around moss treatment
 - 1. Moss removal from sidewalks was successful
 - 2. Moss removal from streets, carports and landscaping still needed
 - xi. Owner mentioned in the past the community had a maintenance person who did handy jobs around the community.
 - 1. Previous maintenance person was under the COA's insurance; they were able to do painting, power washing, light bulb replacement, fixing fences, etc.; visited community twice a week
 - 2. CAP needs board approval for any task over \$1,000, anything less they can utilize a preferred vendor.
 - xii. Owner mentioned concerns around number of renters versus owners and risk of losing FHA
 - 1. Shannon confirmed our community is FHA approved through 09/2020
 - xiii. Owner suggested benefits to standing up various committees to advise the board
 - 1. Maintenance committee, hospitality committee, construction committee etc.
5. ANNUAL MEETING PLANNING
- a. CAP needs 10 days prior to send notice for annual board meeting
 - b. Two board members are up for nomination at the next meeting
 - c. The board will collaborate and come up with a date and time for the annual meeting and will partner with CAP to communicate to owners.
6. ADJOURNMENT
- a. Meeting Adjourned around 6:45pm