

MURRAY PARK REGULAR BOARD MEETING
MEETING MINUTES

09/24/19

PRESENT:

Candace Gray, Secretary
Harry Burns, Treasurer
Gary Hardy, Director
Andrew Kualaau, Director

ATTENDEES: Mark & Cindy Vandervest (FRESH START Real Estate, Inc.) and 9 additional home owners

LOCATION: Murrayhill Woods Condominium Clubhouse; 9450 SW 146th Terr. Beaverton, OR 97007

CALL TO ORDER at 6:04pm

1. In the absence of chair Jason Elder, Secretary Candace Gray welcomed everyone in attendance and turned over the meeting to Mark Vandervest from FRESH START Real Estate to facilitate the meeting.
2. APPROVAL OF AGENDA
 - a. Gary Hardy motioned; Harry Burns seconded, motion passed unanimously
3. OWNER'S FORUM
 - a. Comment: Everything is looking good in our neighborhood especially the new yellow painting on the curb perimeters
 - i. During heavy rains, the owner was experiencing leaks in their chimney; told Mark Vandervest about it and someone was quickly sent out to investigate the chimney
 - b. Comment: There weren't any lights on the back of the property for a long time, a while ago lights were added but there are big bushes that are now blocking the lights; hard to see at night
 - i. Asking for big bushes by unit #14735 to be cut back so the lights can shine adequately
 - ii. Mark will investigate this
 - c. Comment: Sean took picture of the sick trees that need to be treated near owner's property #14531; concerns around bugs
 - i. Will share the bug with Harry Burns to figure out what kind of bug it is and its lifecycle
 - d. Comment: Concerns around big dogs on property
 - i. Will discuss enforcement resolution options later in the meeting; some dogs are legally protected (i.e. therapy dogs)
 - e. Comment from Mark Vandervest: We have defined the property line with fence posts between our neighboring property
 - f. Question: Is the bark dust on the south edge of the community planning on being finished?
 - i. Bark dust is currently in process of being laid out; priority is working from the inside of the community to the outside of the community; goal is to do a phased approach of bark dust laying (one-third at a time) in the future; budget limitations on how much we can afford to put out this round.

4. APPROVAL OF MINUTES FROM JULY 16, 2019
 - a. Candace Gray motioned; Andrew Kualaa seconded, motion passed unanimously.
5. FINANCIAL REPORT
 - a. There is around \$3700 shortage of funds from CAP's bookkeeping; our accountant will work with CAP to resolve
 - b. On page 10-11 of the Board of Director's packet, there is the reconciled monetary amounts provided by CAP, current state.
 - c. On page 14-15 of the Board of Director's packet, the information may look a little inaccurate due to the income from CAP being input during the middle of the month; some of the year to date information needs to be accounted for (i.e. the water bill)
 - i. CAP contract ends 09/30/2019, hoping to have all the financial information wrapped up by then
 - d. On page 12-13 the list of outstanding delinquencies is listed; in the previous meeting the Board agreed to reconcile any balances under \$1, which has been taken care of and will be reflected in next month's report summary
6. MANAGER'S REPORT
 - a. The work that has been completed so far is listed on page 7 of the Board of Director's packet.
 - i. Work includes: bark mulch installed, northern property line defined with fence posts, stair and landing replacements throughout complex, mold remediation completed in attic of unit #14617, parking lot moss pressure washed, yellow curbs repainted, landscape trimming and pruning, irrigation leak was repaired near unit #14516, basketball hoop was removed from property, west dumpster gate was repaired, light maintenance is ongoing.
 - b. Roofer started doing evaluations, found some flashing issues; will have to get tiles either through purchasing or Mark Vandervest proposed re-purposing some tiles from a back-facing carport and re-roofing carport for matching/consistency. There will be more conversations around this in the future.
 - i. Might be a few tiles near the storage unit of building 5; Mark will investigate this further
 - c. There are about half a dozen chimneys that need to be corrected before the rainy season gets underway
 - i. The roofer is working to find matching tiles
 - d. Comment: Harry Burns has concerns around exterior mold and fungi
 - i. Sean (the maintenance person) will go around with fungicide/moss-killer to address; he is adding moss killer before laying mulch and is working from the inside-out of the neighborhood
 - e. Comment: Harry Burns suggested a need for a long-term solution on the dumpster doors; concerns the waste management company is having a difficult time getting to the dumpsters
 - f. Mark had a discussion with the waste management company around cost for bigger dumpsters; seems that the overcharges for over-filling is cheaper than if we upgraded to larger dumpsters; will share cost estimation sheet with the Board to review
 - g. There are four catch basins in the neighborhood that need to be cleaned/pumped out; it will cost around \$528
 - i. Harry Burns made a motion to move forward with this work; Andrew Kualaa seconded; majority vote from the Board
 - h. Gutter and Downspout cleaning also needs to happen soon; there are bids in progress for this work

- i. CAP took care of some of this previously; Mark suggested that it should be done about twice a year; Sean, the maintenance person, will go around the community and clear out some of the down spouts manually.
 - i. Administration
 - 1. Violations - there are none to date
- 7. OLD BUSINESS
 - a. CAP contract is finalized on September 30th, 2019
 - i. Mark has asked for monetary shortage to be resolved and has asked for remaining documents to be delivered before the end of the month. Most funds have been turned over
 - ii. Mark has also asked for the old website to be turned off or for website forwarding to reroute users to the new community website
 - b. Enforcement resolution document was reviewed by the board
 - i. Question: What is the policy on vehicle registration, leases and pet registration?
 - 1. This should be updated annually
 - ii. Comment: Concerns around a car that has expired tags and needs to be moved
 - 1. Board will address in a future meeting
 - iii. Board reviewed the current schedule of fines; suggested a few updates around wording and lowering some of the fines related to deck violations
 - 1. Harry Burns motioned to approve; Candace Gray seconded; unanimous approval by Board
- 8. NEW BUSINESS
 - a. A new landscape proposal was shared
 - i. Currently, the north side is not getting mowed even after escalation to the landscaping company; trimming isn't current scope of work
 - ii. Proposed company will include edging, moss killer treatment; this is the same company that fixed the irrigation system
 - iii. The proposed company will save the community around \$90/month
 - 1. Harry Burns motioned to approve; Andrew Kualaa seconded; Candace Gray approved; Gary Hardy abstained; motion passed by majority.
- 9. SCHEDULE NEXT MEETING
 - a. October 22, 2019 will be the next board meeting; this will be the annual budget meeting
- 10. ADJOURNMENT
 - a. Meeting Adjourned at 7:42pm; Motioned by Gary Hardy, seconded by Andrew Kualaa, the motion passed unanimously.

Minutes drafted by: Candace Gray, Sec