

# Murrayhill Woods

Condominium Community Newsletter

January - February 2023 Edition  
March 15, 2023 - Vol 1



## Welcome New Neighbors!

Have you seen a new occupant moving in? Be sure to welcome our new neighbors with a warm smile and a friendly hello. Maybe they have questions about the community you can help with. Management sends a welcome email to each new owner but nothing is better than being welcomed by their new community.

## 2023 Board of Directors Meetings

**Do you want to know what's going on at  
Murrayhill Woods?**

Do you have a question, concern, compliment, or complaint?  
Mark your calendars now and come to the meetings!

**March 20**

**May 22**

**July 24**

**September 25**

**November 27**

July 24 will be the Annual Business Meeting

Meetings are held at 6:00pm via Zoom. Invitations are sent to owners by email the morning of the scheduled meeting

**Notice of Upcoming Board meetings** can also be found  
on the front page of the website.



**Sellers. Buyers. Professional Management.  
Community Manager**

Manager@FRESHSTARTof Oregon.com  
503-319-5848 Cell-Text-MMS/SMS

## What's New?

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Making Condo Living Even Better

## Community Project News

**The Community was Painted!!** It was a big project, but everyone did a great job preparing for it and because of that, the disruption to the community was minimal. Touch ups and a few minor issues will be completed as soon as the weather warms up enough. If you see something that needs to be addressed, be sure to submit a Comments & Concerns form.

**A New Handicap Parking Spot** was created in front of Building N - new concrete bids will include a ramp and handicap spaces near Building H.

**Community Lighting Project** is progressing nicely. Have you noticed the new floodlights and post lights installed all along the westside stairs and walkways? Also the K building and previously dark dumpster areas have new floodlights. Lighting outages were repaired on builds U & V.

**Much Needed New Siding** was installed on several buildings before the painting project began.

**Monthly Maintenance & Cleaning** include the fitness room, clubhouse, pool and spa, community lighting, grounds maintenance among other tasks.

**Dryer Vent Covers** throughout community are replaced as needed. Submit a concern form if you notice one that needs attention.

**Tree Trimming and Pruning** is ongoing. Several new bushes, trees and plants were planted to replace those damaged by freezing temps.

**Gutter Maintenance/Cleaning** is ongoing and done on an as needed basis. Be sure to submit a comments & concerns form if you have overflowing gutters.

**Storage Addition** is still waiting for the City of Beaverton to issue the permit after asking for more info and more fees. Keep your fingers crossed that the city will issue the permits soon.

**Rodent Control** is ongoing around the community. If you notice rodent activity, submit a Comments & Concerns form right away to avoid bigger issues later.

**Dumpster Reminders.** All items must go inside the dumpsters and the lids must be closed at all times. Nothing can be left on the ground or on top of dumpsters. Recycling must be sorted according to the signage in the recycling areas.

**The Leaning Carport** that had been hit by a truck has been repaired.

**Crawlspace Issues** have been corrected by removing debris, refastening fallen insulation, installing new vapor barrier and reconfiguring dryer vent ducting.

## Committees Need You!

**Committees are a great way to get involved in your community**

All of the committees at Murrayhill Woods are ready to welcome new members.

**Landscaping Committee**

**Audio/Visual Committee**

(A/V to assist in person with hybrid meetings)

**Newsletter Committee**

To volunteer for one of our current committees, raise your hand during the Owner's Forum or Committee Reports at the next Board Meeting

Or

Submit a Comments & Concerns Form, which will be forwarded to the committee of your choice.

[Click on Comments & Concerns Form](#)

Have an idea for a committee you'd like to start? Come to the Board of Directors meeting and present your idea!

## Have you been to the forms page on our website?

[Click to view Owners Forms](#)

This page has all the forms you may need to keep your account up-to-date. The newest form is the

### Comments & Concerns Form

Use this form to share comments, ideas, report an issue or concern, request service or maintenance, and even just to compliment or thank someone.

When you finish filling out this form, you will be able to hit a submit button and send it directly to management where it will be forwarded to the person handling your issue. It may be a board member, a committee chair person, community managers, maintenance crew, landscapers, or outside vendors who may be needed to resolve your issue.

We hope this new form will help get your concerns handled quickly and more efficiently.

Be sure to check out the other forms on the forms page too!



## WHY NOT DONATE INSTEAD OF TOSSING IN THE GARBAGE?

Rather than throwing away useable items, have you thought about donating them? Your trash can be someone else's treasure!

Here's a list of local donation sites (some may even pick up your items). Click on [blue text](#) for charity websites to schedule pickups and drop offs.

[Habitat for Humanity Beaverton Restore](#) will pick up your home renovation materials and housewares. They do not pick up clothing. You should double check your local Habitat Restore to clarify - (503) 906-3823

[Goodwill](#) is a secondhand retail company that will pick up your items including clothes and housewares. They have a specific list of electronics once you input your location based on the company's current needs.

[Vietnam Veterans of America](#) (Vietnam Veterans of America) has a button on their website that you can click on which will direct you to make an appointment for donation items to be collected.

[Community Warehouse](#) - (503) 347-2147

[Union Gospel Mission](#) - (503) 639-6488

[Value Village](#) - (503) 684-1982

[The Salvation Army](#) - (503) 239-1259

[Assistance League](#) - of Greater Portland Thrift & Consignment Shop (503) 526-9300

[CAT Thrift Store](#) - (503) 208-3635

## Insurance is Required

**Insurance Deductible** Owner and Tenant Insurance. The Association shall have no responsibility to procure or assist in procuring property loss insurance for any owner or tenant for: (a) damage to a Unit or limited common elements not covered by the Association's policy (because of the deductible amount or because the claim for loss or damage is one not normally covered by fire and property loss insurance policies with extended coverage endorsements); or (b) for any damage or loss to the owner's or tenant's personal property.

**Owners shall be responsible** for obtaining and maintaining insurance policies insuring their Units and limited common elements for any losses below the deductible amount under the Association's policies and for insuring their own personal property for any loss or damage. Proof of such insurance coverage shall be provided to the Association's Secretary by the Unit owner.

**Tenants shall be responsible** for insuring their own personal property for any loss or damage. Owners and tenants of all Units shall procure and maintain comprehensive liability policies having combined limits of not less than Fifty Thousand Dollars (\$50,000) per occurrence. Such insurance shall provide coverage for, without limitation, the negligent acts of the owner(s) and tenant(s) and their guests or other occupants of the Unit(s) for damage to the general and limited common elements and other Units and the personal property of others located therein.

The Association's current deductible is \$25,000 per unit for water damage and \$25,000 per occurrence for all other claims.

## Financial Report Summary:

Financials as of 1/31/2023:

§ Total operating funds:	<b>\$ 202,055.09</b>	including pending EFTs
§ Total reserve funds:	<b>\$ 493,683.02</b>	including reserves interest
§ Total cash assets:	<b>\$ 695,738.11</b>	
§ Total YTD income:	<b>\$ 55,221.64</b>	
§ Total YTD expenses:	<b>\$ 28,684.96</b>	including <b>\$3,175.00</b> of Reserve Expenses
§ Budget vs. Actual <u>Income</u> :	<b>16.07%</b>	collected YTD.
§ Budget vs. Actual <u>Expenses</u> :	<b>10.91%</b>	including <b>5.36%</b> of Reserve Expenses paid year to date
§ Total delinquencies:	<b>\$ 7,819.08</b>	<b>1 account 91+ days; 1 account 31-60 days</b>



## House Rule Review

### Section 6 - Parking

**a)** All vehicles must be registered with the Association, and a valid parking permit decal must be displayed and visible on the front or rear windshield of the vehicle. Vehicle Registration forms can be found on the website. ([www.MurrayhillWoods.com](http://www.MurrayhillWoods.com)). Residents must park their vehicle(s) in the reserved carport assigned to their condominium (see 6(c) and 6(d) below). Vehicles parked in carports not assigned to their unit are subject to fine and/or tow at owner's expense.

**c)** All vehicles must have a valid DMV registration and be in good running condition (not leaking fluids, flat tires, broken windows, etc.). Vehicles may not be stored anywhere on the property (must move every 72 hours). The following vehicles will be subject to a fine and/or tow at the owner's expense: abandoned vehicles; vehicles with expired license plate tags; vehicles parked in fire lanes, handicap zones or reserved spaces; vehicles double parked, vehicles apparently being stored (without moving for extended periods), vehicles blocking trash receptacles or vehicles parked on or over the lines distinguishing one parking space, apparent inoperable vehicles, designated vehicles observed parked in an open, uncovered parking spot, vehicles parked in carports not assigned to the unit, and registered vehicles with an improperly displayed or missing parking permit decal.

**d)** P.O.D.S or similar portable storage/moving containers are strictly prohibited to be placed anywhere on the condominium property. A violation of this provision shall be subject to a \$100.00 per day fine plus the cost to promptly remove and/or tow the container off of the property.

**e)** Residents must park their designated vehicle(s) in the reserved carport(s) assigned to their condominium. Residents are prohibited from parking their designated vehicle(s) in open, uncovered parking spots. All vehicles must be registered with the Association. Vehicles registered with "Open" parking permit decals may park in any uncovered parking spot. Guests do not require a parking permit decal, and can only park in open, uncovered parking spots. If a Guest's vehicle will be remaining onsite for more than 48 hours, Management must be notified of the vehicle make, model, color, and license plate number to avoid being towed. Designated vehicles parked in open, uncovered parking spots are subject to a fine (without notice). If a Resident is quickly unloading their vehicle, they are encouraged to park sideways in front of the open, uncovered parking spot with their flashers on and move the vehicle to their carport immediately after unloading their vehicle. Residents must move vehicle immediately if blocking another vehicle who is attempting to leave.

**f)** Vehicle maintenance may not be performed on the property under any circumstances.

**g)** Vehicles may not be washed on the property.

**h)** The speed limit is 5 MPH on all community driveways and parking areas

### Your Management Team:



### Our Specialty

- Personable customer service for small to medium HOA developments
- Focused vendors & contractors from the Beaverton Area.
- 24-hour emergency call/text line that goes directly to Mark or Cindy.

### What Sets Us Apart

- We are a small family owned & operated company with the ability to personally service all your HOA needs.
- We know the cities of our homeowner associations inside and out. All our employees live locally, and our vendors service the local areas.
- We have programs in place to streamline HOA payments with a variety of online payment options.
- We offer an interactive online portal for owners to access documents or place service requests.
- Buildium Software - a community association management specific software with owner portal access  
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Sellers. Buyers. Professional Management.  
Community Manager  
[Manager@FRESHSTARTofOregon.com](mailto:Manager@FRESHSTARTofOregon.com)  
503-319-5848 Cell-Text-MMS/SMS

## Contribute to the Newsletter!

Write your article and submit it by attaching it to the Comments & Concerns Form

[Click on Comments & Concerns Form](#)

The Newsletter is planned to be available shortly after the bi-monthly Board of Directors Meetings.

# Owner Information

## **STATS!**

### **Highest Sale within the community:**

A completely updated unit sold in June 2022 for \$320,000!

### **Highest Rent within the community:**

On 3/23/2023 a unit rented for \$2,000 a month.

## **LEASING/RENTING REQUIREMENTS**

### **Lease/Rental Agreement:**

Review the Lease Amendment before renting or leasing out your unit to tenants.

[Click : Leasing Amendment](#)

### **Rental Forms**

**The Unit owner is required to submit** the following documentation to the managing agent within 15 days of entering into a lease/rental agreement:

**A fully executed copy of the Tenant's lease** identifying all occupants of the unit including ages of all children, phone and email contact information for all adult tenants 18 years of age or older, and a provision that the lease is subject to the governing documents of the Association (with a default by the tenant in complying with the governing documents constituting a default under the lease agreement).

**A fully completed new owner information sheet** signed by both the owner and the tenant, including the tenant's vehicle information including year, make, model, color, and license plate number.

**A copy of the tenant's renter's insurance policy** showing comprehensive liability with combined limits of not less than \$50,000 (Bylaws Sec. 8.7).

**Complete contact information** for any management company being used to professionally manage the unit, if any.

## **Owner's Portal**

Step into your Portal to manage your Association dues and payments, request maintenance, and many other features!

[Click Here for Owner's Portal](#)

## **Tips & Tricks**

Living in a condo community has its many benefits, like having a nice-looking property that you don't have to take care of. It also means you live close to other people and usually share walls with them.

Most people want to be good neighbors but sometimes it's hard to not make noise that disturbs your neighbors.

One way to make things a little quieter is to install soft closing bumpers on your cabinet doors. They allow the doors to close softly and prevent the noise that happens when a cabinet door gets pushed too hard while closing it in a hurry.

[Soft Closing Bumpers](#)

These bumpers are reasonably priced, and most styles are easy to install. You just peel them off the paper backing and press them on to the inside of the cabinet door!

**Do you have Community Living tips or tricks?** Consider sharing your ideas in the next newsletter. See Page 4 for the link to contribute to the newsletter.