

## SUNSET MEADOWS BOARD MEETING MINUTES (**unapproved**) held Thursday Aug 19th, 2021

Present: Sandi Patton, Mel Huey, Lisa Armstrong, Jane Hackett, Tamy Ngan, Dave Hubbard, Marilyn O'Malley

### **Call to order at 6:11 PM**

#### **Home Owner Forum**

No home owners in attendance

### **Approval of the Minutes**

*Jane moved to adopt the minutes from 07-15-21 meeting as submitted, seconded by Lisa; motion carried.*

### **Treasurer's Report**

Delinquency declined in June by \$925 to a total of \$5,050 with 14 members past due. The decline was driven by one sizeable delinquency paid when the unit was sold. Letters are being sent to 4 members advising of possible legal action to be taken.

Mel reported that the year-end financial statement he had just received was incorrect due to a \$18,240 expense that was incurred in July but not included in the financial statement, which would result in that expense rolling into the new operating years financials. He requested time to correct this error and resubmit his report at the next meeting.

Mel reported that it would be necessary to pull \$60K from our stock funds to cover the upcoming invoices for the siding repairs currently underway.

*Jane moved that \$60K, be drawn out of our stock fund accounts with \$30K being taken from each one, seconded by Marilyn; motion carried.*

Mel presented the second draft of the 2021-22 annual operating budget for board review. The current fiscal year ended July 31<sup>st</sup> 2021. After some debate it was decided to schedule a special board meeting to discuss and approve the budget. The special meeting will be held August 25 at 6:00, for board members only.

### **Maintenance – Mel Huey**

- **Siding Repairs** – Currently underway and expected to be complete by mid Sept
- **Irrigation System** – Rexius replaced the leaking valve near Oakpatch at a cost of \$2,477
- **Pest Control** – We are seeing rodent issues pop up around the property. Homeowners are responsible for monitoring vent screen condition and notify a board member when they see any problems. The HOA will make the necessary repairs at no cost to the homeowner. Please make sure there are no food sources around the outside of your property such as bird feed, pet food, trash or piles of yard debris.
  - Some 20 damaged vent screens have been identified around the property and a contractor has been selected to repair these screens on or about Aug 26 at a cost of \$225

*Jane moved that Jeff Jeppe be contracted to repair the 20 damaged vent screens at a cost of \$225, seconded by Dave; motion carried.*

- **Dumpster Enclosures** – We are hopeful that Troy Kaylor will become available in 2 or 3 weeks for misc. repair work around the property which would include dumpster rebuild/repair
- **Sidewalk Repairs:** A contractor quoted sidewalk repair at unit 1592 for \$850 and stoop repair at unit 1507 for \$225 with work to be done on or about Sept 21

*Marilyn moved that Aardvark Excavation be contracted to repair the sidewalk at 1592 and the stoop at 1507 at a cost of \$850 and \$225 respectively, seconded by Jane; motion carried*

- **Misc.**
  - A permanent water line has been run into the community garden
  - Mel had the flickering light over the mailbox area removed and is working on replacing it
  - A French drain installation to run water away from the south end of unit 1570 was completed August 17<sup>th</sup> at a cost of \$1,475

### **Compliance**

- Jane reported:
  - 1628: Resident was not picking up after their dog. Jane talked to the resident resulting in the resident cleaning up the affected area. Jane will monitor continued compliance.
  - 1474 had a large unsightly piece of furniture behind their unit resulting in a complaint. Jane addressed this with the resident who promptly removed the offending furniture.
  - 1444 had piled up branches and yard debris behind their unit which could provide habitat for unwanted rodent activity and was unsightly. Resident was asked to remove the materials which they promptly did.
- Tamy Ngan, 458-215-1820, will be HOA compliance rep Aug 20 to Sept 16, 2021
  - Marilyn O'Malley – Sept 17 to Oct 21
  - Dave Hubbard – Oct 22 to Dec 16

### **Landscape – Jane Hackett**

- Jane reported that having hired her grandson as a temporary laborer to do property shrub/hedge maintenance has been productive and cost effective
- Bear Mountain cut off several high branches from the two large fir trees behind 1634 – 1638. Residents are happy with the improvement it has made in brightening their patio area. Bear Mountain also pruned the large pear tree behind 1542 at a cost of approx \$1600.
- Anyone who would like to ask questions or discuss landscaping decisions are encouraged to contact Jane Hackett at [hackett1575@comcast.net](mailto:hackett1575@comcast.net)

### **Community Garden – Marilyn O'Malley**

- 5 of the gardeners have volunteered to do some weed control around the property using environmentally-friendly weed control methods. Marilyn will coordinate their efforts with Jane

- There are now 4 home owners on the community garden wait list
- For info regarding the community garden contact Marilyn O'Malley at [miomalley27@yahoo.com](mailto:miomalley27@yahoo.com)

### **Swimming Pool**

- Thanks to all the volunteer home owners supervising the pool area

### **Residents Guide Updating**

- Marilyn and Tamy reported progress on updating the Resident's Guide. Marilyn circulated a document of question/comments for the board to reflect on and make comment.

### **HOA Blogspot**    [www.sunsetmeadowseugene.blogspot.com](http://www.sunsetmeadowseugene.blogspot.com)

- Tamy has completely revised and updated our website content. You can now find information to answer most of your questions. A big thanks to Tamy for taking this project on.

### **New Business**

- **Special Project Requests**

- Unit 1544 submitted request to install a ductless AC System

*Dave moved the request by 1544 be approved as submitted, seconded by Jane; motion carried.*

- **Property Surveillance System**

- Dave presented a proposal from Federal Security for a 10 camera surveillance system positioned around the property to provide 24 hr video of street access points, pool and common area, street / parking areas and trash disposal sites. Initial cost would be \$11,500 for cameras, network hardware, servers and installation. There would also be a 30/mo maintenance fee. The system could be expanded as needed for very little incremental cost.
    - There was sufficient board interest to pursue a competitive proposal and get feedback from an HOA using this contractor and type of equipment.

- **Annual General Meeting**

- Date to be set as soon as possible
  - Concern was raised regarding the effect Covid could have on our meeting plans

**Meeting adjourned at 8:00 pm**

**Next Meeting – Sept 16<sup>th</sup>, 2021, 6:00 pm to be held at unit 1452**