

SUNSET MEADOWS BOARD MEETING MINUTES **(unapproved)** held Thursday May 21, 2020

Present: Sandi Patton, Mel Huey, Lisa Armstrong, Jane Hackett, Dave Hubbard, Sandy Walpole and Marilyn O'Malley

Call to order at 6:05 PM

Jane moved to adopt the minutes from 03-19-20 meeting as submitted, seconded by Mel; motion carried.

Note: The April 16th meeting was cancelled due to Covid-19 shelter-in-place restrictions

Treasurer's Report

- Delinquency decreased to \$7905 due to a \$2300 payment from a unit that was sold. This indicates that the remaining 29 members owing past due HOA fees did not increase. April, being the first full month of Covid-19 shutdown, showed no detrimental effect on HOA income.
- Mel reported that the stock market has recovered somewhat since his last treasurers report

Jane moved to accept the treasurer's report, seconded by Sandy; motion carried.

Compliance

- The only Compliance Notice issued was for a vehicle that was disassembled and parked for several weeks. The vehicle was removed from the premises by the deadline set in the notice.

Maintenance Report

- Bark-o-mulch and planting soil was delivered in May for ongoing landscape improvement
- The irrigation system was started, the back-flow testing was done and some irrigation head repair has been done with more to be done in the coming weeks.
 - If homeowners see a sprinkler head needing attention please call Mel 541-255-2741
- Mel reported on the need to make repairs to attic firewalls (the wall separating units in the attics) at an approximate total cost of \$800 for repairing 78 units. The work would be done by on-site personnel from Express Employment Services and supervised by Mel.

Dave moved that the Board approve approx. \$800 for firewall repair work as described, seconded by Jane; motion carried

- Mel reported that site pressure washing operations have begun with an estimated cost of \$2500. On-site personnel from Express Employment Services will be doing the work.

Jane moved that the Board approve \$2500 to pressure wash carports, sidewalks, front walkways and cement patios, seconded by Lisa; motion carried.

Landscape Report

- Jane is working with Rexius on spring clean-up and grounds maintenance and pruning
- Rexius complained that excessive amounts of dog poop is being left on the lawn by dog owners which is fowling up their mowing equipment and contaminating their operators with dog poop
 - Discussion on ways to address this issue included making poop bags available around the property.

- It is the responsibility of the dog owner to pick up after their pet and failure to do so is fineable. Residents that witness this non-compliance are urged to call Jane 541-953-7046

Old Business

- The Board is still looking for one more member. If you are interested in taking an active role in your community please call Sandi 541-688-2008
- Short term rentals; The board discussed a resolution drafted by Mel to prevent short term rentals such as vacation rentals, AirBNB, week to week, month to month, etc. These types of rentals are disruptive to neighboring homeowners and to our community in general.
 - Jane and Mel will collaborate on a final draft to be presented next meeting.
- Earth quake insurance policy was renewed with Farmers Insurance at as cost of \$16,304
- Jane will check on the tenants in HOA rental unit 1571 and report back to the Board before deciding to extend the 50% rental reduction applied to April rent.
- Dave provided examples rental information requirements imposed on landlords by other HOS's in Eugene. There was discussion around including some of these in the resolution that is currently being drafted.

New Business

- Dave reported that water pooling along the north side of unit 1562 may be causing water ingress into the crawl space and the potential for future foundation issues

Jane moved that the area along the north wall of unit 1562 be regraded to move water away from the foundation, seconded by Lisa; motion carried.

- Dave to coordinate ordering materials with Mel and supervise the regrading
- The pool will remain closed until further notice due to Covid-19 pandemic remediation requirements
- Dave requested that meeting minutes be made available for distribution as soon as possible following each meeting rather than wait to be approved at the next Board meeting., The board agreed with the request provided all Board members have made their draft revisions and the minutes be clearly identified as **“unapproved”**.

Meeting adjourned at 7:50 pm

Next Meeting – June 18th, 2020, 6:00 pm to be held at unit 1452