

## SUNSET MEADOWS BOARD MEETING MINUTES (**unapproved**) held Thursday July 15, 2021

Present: Sandi Patton, Mel Huey, Lisa Armstrong, Jane Hackett, Tamy Ngan, Dave Hubbard, Brian Connolley, Nancy Miles

### **Call to order at 6:05 PM**

#### **Home Owner Forum**

Brian Connolley and Nancy Miles are new residents to our community and introduced themselves

### **Approval of the Minutes**

*Mel moved to adopt the minutes from 06-15-21 meeting as submitted, seconded by Lisa; motion carried.*

### **Treasurer's Report**

Delinquency declined a little in June by \$224 to a total of \$5,985. Most surprising was the total number of delinquent accounts declined to 16 from 22 in May, meaning the amount owing per delinquent account increased.

Mel reported that we have three large expenses coming up; liability insurance, siding repair and road/parking area seal coating for which we will need to cash out a portion of our stock market portfolio for sufficient funding.

Mel presented the first draft of the 2021-22 annual operating budget for board review. The current fiscal year ends July 31<sup>st</sup> 2021.

*Jane moved that the Treasurer's report be approved, seconded by Lisa; motion carried.*

### **Maintenance – Mel Huey**

- **Siding Repairs** – Northwest Siding has scheduled siding repairs to start August 10<sup>th</sup>
- **Irrigation System** – Rexius did some repair work to an irrigation valve on the line near Oakpatch road but the valve still leaks. They will be back to make further repairs as soon as they can schedule. Other irrigation system repairs are ongoing.
- **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.
- **Parking Lot Sealing** – work will be done July 26<sup>th</sup> to July 29<sup>th</sup> with the property being done in two parts. Cars for the section being done will have to find alternate parking for a full 36 hours. Mel will distribute written parking instructions to all unit residents so this project can be completed.
- **Gutters** – Gutter leaks around the property are an ongoing problem. We are considering repair/replacement options.
- **Dumpster Enclosures** – We have not been able to make repairs to enclosure by unit 1470 along with other maintenance items that need attention due to limited availability of temp workers/handyman service personnel
- **Misc.**
  - A temporary water line to the community garden has been run. A permanent spigot will be placed inside the garden later in the summer.
  - A contractor is lined up to quote on the sidewalk repair at unit 1592

- Mel painted the door at unit 1444
- A French drain installation to run water away from the south end of unit 1570 is scheduled for Aug 16<sup>th</sup>

### **Compliance**

- Lisa reported:
  - 1519: Resident has been warned about driving with excessive speed around the complex. Future speed infractions for this unit will be assessed a \$50 fine per incident. The speed limit around the property is 5 mph and any resident observed driving faster will be given one warning followed by a \$50 fine for any future violations, based solely on the visual assessment of the complainant. We have children and pets running around our community; let's do our part to ensure they are safe!
- Jane Hackett, 541-953-7046, will be HOA compliance rep July 16 to Aug 19, 2021

### **Landscape – Jane Hackett**

- Rexius has done some pruning but they do not seem to be sending enough manpower to prune and do lawn maintenance so Jane has been getting them to alternate between lawn care and shrub/hedge care. Overall, Jane is not satisfied with the level of service being provided by Rexius.
- Bear Mountain spent a day trimming/pruning back trees around the property. Due to the age and size of trees this type of maintenance is ongoing.
- Jane had Bear Mountain look at the fir trees behind units 1634 and 1638 to see what might be done to reduce needle fall and open up the area to more sunlight. They recommended cutting out 6 to 8 limbs at an estimated cost of \$1600.

*Dave moved that we hire Bear Mountain, at a cost of \$1600, to trim the fir trees behind units 1634 – 38 as recommended, to cut back the large limb protruding onto the property behind unit 1511 and remove a small evergreen behind unit 1505, seconded by Lisa; motion carried.*

- 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)
- Yellow jacket ground nests have been discovered in the strip of ivy behind the pool and in the first patch of ivy located along the south driveway on the left. Please stay away from these areas until further notice. Signage is in place for hazard identification.

### **Community Garden – Tamy Ngan**

- Gardeners are starting to enjoy their fresh vegetables and are hopeful that some excess produce will be made available to Sunset Meadows residents.
- For info regarding the community garden contact Marilyn O'Malley at [miomalley27@yahoo.com](mailto:miomalley27@yahoo.com)

### **Swimming Pool**

- Please make sure your children/infants wear a diaper when in the pool

## **New Business**

- **Special Project Requests**

- Unit 1472 submitted request to install an additional AC head on the second floor

*Dave moved the request by 1472 be approved as submitted, seconded by Jane; motion carried.*

- Trisha Glenna requested the board consider installing a “Book Box” (so residents can exchange books and other reading materials) by the community garden. Trisha volunteered to research requirements/costs and report back to the board.

*Jane moved to have Trisha proceed with investigating the book box requirements/costs and report back to the Board, seconded by Tamy; motion carried.*

**Meeting adjourned at 8:10 pm**

**Next Meeting – Aug 19, 2021, 6:00 pm to be held at unit 1452**

Submitted by Dave Hubbard (HOA secretary)