

## SUNSET MEADOWS BOARD MEETING MINUTES (**unapproved**) held Thursday Feb 18, 2021

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

### **Call to order at 6:04 PM**

*Jane moved to adopt the minutes from 01-21-21 meeting as submitted, seconded by Mel; motion carried.*

### **Treasurer's Report**

Delinquency increased by \$2,005 to \$5,035 in January. There were 20 members past due compared to only 10 in December. Five of the delinquencies account for \$2,875 of the total arrears. Expenses for January were low, leaving a net income for the month was \$8,947. It was also noted that our two stock funds have increased \$45,000 so far in this fiscal year.

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

### **Compliance**

- Mel reported:
  - The noise issue between units 1517 and 1519 has continued resulting in both property owners being fined in accordance with HOA noise guidelines.
  - A warning was issued to a resident for allowing their dog to be off leash. Please note that all dogs must be on a leash when on HOA property.
- Jane Hackett, 541.953.7046, will be HOA compliance rep until March 18, 2021
  - Tamy Ngan – Mar 19 – April 15
  - Marilyn O'Malley – April 16 – May 20

### **Maintenance – Mel Huey**

- **Lighting** - Reynolds Electric has completed the work to restore lighting in the Northeast corner of the property. A big thanks to Mel for overseeing this complex project.
- **Water Line Leaks** – A pressure reducing valve (PRV) was repaired at unit 1536
- **Attic Inspections** – Completed
- **Lighting** – There were various repairs made to sidewalk lighting and pole lighting around the property
- **Fencing** – Minor fence repairs (replaced top rail) were made at unit 1596

### **Landscape – Jane Hackett**

- Jane reported that Rexus has been doing pruning, trimming and cleanup around the property

### **Old Business**

- **Recycling** – Recycling kits have been distributed to all residents. Please follow the guidelines printed on the bags to ensure successful recycling operations.
- **Water drainage** – A contractor has recommended that a French drain be installed to move water away from the foundation on the south wall of unit 1568. The board agreed to have the work scheduled for this summer and will approve the expenditure at a future meeting.

- **Updating the Resident's Guide** – tabled to allow board members time to go through the current version and make recommendations for revision at a special meeting held for this purpose

#### **New Business**

- **Special Project Requests** – none submitted
- **Parking** – There have been parking violations with covered parking being illegally occupied by vehicles not belonging to that residence. The board will produce and circulate a flyer to all residences to remind everyone of their and their guest's parking responsibilities to ensure parking harmony in our community.
- **Summer Property Maintenance** – Mel will contact contractors for ongoing property maintenance:
  - NW Siding to evaluate siding condition, recommend repairs and bid the recommended work
  - Western Asphalt to seal coat streets/parking areas and repaint parking lines
- **Dumpster Enclosures** – It was noted that some of the dumpster enclosures are in need to replacement. The board will come up with a plan, cost and schedule for replacement.
- **Mail Carrier Parking Sign** – Mel to order a replacement sign for this area
- **Community Garden Plot** – Marilyn will look into best location, costs and resident's interest to establish a community garden plot somewhere on the property, and report back to the board

**Meeting adjourned at 7:25 pm**

**Next Meeting – March 18, 2021, 6:00 pm to be held at unit 1452**

Submitted by Dave Hubbard (HOA secretary)