

**SUNSET MEADOWS BOARD MEETING MINUTES**  
**Thursday, February 16th, 2023**  
**1452 Feters Loop (Sandi Patton's home)**

**Present:** Marilyn O'Malley, Mel Huey, Lisa Armstrong, Sandi Patton, Jane Hackett, Rebekah Rossberg, Jenny Odintz

**Call to order:** 6:30pm

**Approval of the Minutes**

Approval of January 19th, 2023 minutes. Motion, seconded, approved.

**Owner Comments Submitted**

- Discussed the concerns of one owner regarding the previous month's minutes.

**Treasurer's Report - Mel**

- Net income for January: \$6,404.41. Financial report was approved by the Board.
- Delinquency in January was \$6,860, \$1,346 more than in December.

**Maintenance Report - Mel**

- Jeff Plummer cut and repaired the sidewalk by 1478 to reroute the gutter drain.
- Aleman Contractors sprayed moss control on 13 roofs in January.
- Evergreen Roofing repaired 6 carport sheds for 1562-1575 on January 23rd.
- Mel has been gathering info for the reserve study, including measuring the length of fences and square footage of driveways, and figuring out when areas of siding were replaced. We are also gathering bids for exterior painting.
- Marilyn - the mold and contaminated insulation was removed from the attic of 1438 on February 17th.

**Compliance Report - Mel**

- One resident was fined for spray painting their car and getting overspray on the parking lot, and a notice was sent to the owner of the unit.
- A noise complaint was received and a notice was sent to the resident and owner.

**Upcoming Compliance**

- Mid-February to Mid-March: Jane
- Mid-March to Mid-April: Sandi
- Mid-April to Mid-May: Marilyn

## Landscape Update - Jane

- Clean Air Lawn Care was working on pruning and stripping ivy to keep it from destroying fences, and cutting back any ferns. Jane was checking around for any missed spots.
- Wolfpack has been working on pruning and removing any branches around the buildings that are getting new roofs. They also trimmed the tops of the tall arbor vides.
- Wolfpack made a bid for cutting the branches away from all buildings, which will be necessary for preventing further damage to other roofs. This project will take 12-14 months and will be paid for as it is completed. Wolfpack bid \$15,276 for this project, plus an additional \$1,200 to remove a large pine tree that is dying. The Board approved this budget, with 6 voting for and 1 opposed.

## Old Business

- Maintenance Matrix - Marilyn: need to determine if the HOA is responsible for the structure of the buildings. The Matrix has been removed from the website for the time being. There was a meeting with an attorney to discuss it on February 21st.
- Blog/Website Updates - Marilyn: delayed for a while because a power outage/surge messed up the computer Marilyn was using to work on it.
- Rental Unit - Marilyn: tenants were given a 90-day notice of rent increase, and a written notice of occupied unit inspection.
- Reserve Study - Sandi: met with Gene twice and will meet at least two more times to discuss assessment.

## New Business

- The maintenance shed interior and exterior needs to be cleaned in the Spring. It is overly cluttered and has wood piled up on the outside.

## Meeting Adjourned: 7:40pm

**Next meeting:** Thursday, March 16th, 2023, in unit 1452.

Submitted by Rebekah Rossberg