

## **Sunset Meadows HOA Board Meeting January 18, 2024**

Present: Lisa Buscho, Kate Schultz, Lisa Armstrong, Sandi Patton, Mel Huey  
Absent: Jenny Odintz

Meeting called to order 6:38 pm

Minutes of December 21, 2023, Meeting were approved, and the motion was moved, seconded, and passed (MSP).

**Treasurer's Report** (Mel Huey): Bottom Line bank treasurer's statement was not available due to recent inclement weather. Therefore, Mel created another report of the Reserve Account for this meeting. Started fiscal year (August 2023) with initial balance of \$82,938.44. Balance as of December 31, 2023, was \$98,347.33. The 5-month CD that matured 12/25/2023 totaled \$102,150.18 and the CD was re-invested for 7-month CD, maturing July 26, 2024.

**Delinquency Report** (Mel Huey): Decreased to \$4,489 in December. The delinquent numbers decreased to 18 from 28 with three members over 2 months delinquent.

**Maintenance Report:** (Mel Huey) reports Jeff Plummer who has been working to complete fixes on the water line leak is gone out of town for a couple of weeks.

The noisy gutter problem in unit 1596 has been fixed by Jeff Plummer.

The mold abatement needed in unit 1614 is still not resolved. Service Master came to inspect and provide a bid but didn't schedule with the owner and therefore couldn't access the home. They have not called to reschedule. Elite Restoration (mold abatement company) never gave us the bid although they inspected the attic and said they would provide a bid. Mel is still trying to get them to call him back. Kate is to call Elite and Mel is to call Service Masters to try to get a response. We are waiting on the roof bid until we can get the mold abatement handled.

Drain the Roof finished cleaning all the gutters and roofs in Sunset Meadows. He did a good job and did excellent cleanup. He will give us a bid for the carport cleaning next. We may wait until dryer weather for this cleaning in order that he can use a blower to get the leaves off.

Mel repaired the fence that fell behind unity 1621. The fence behind 1632 also fell but he will need to wait until the weather is a little dryer to set the cement on that fence post. Mel said he plans to repair it but will alert the Board if for some reason he cannot.

Because of the recent ice storm, there are multiple fallen and hanging broken tree limbs all over the Sunset Meadows property-Berenger with Eugene Lawn Rescue (Landscape Company) was asked to bring a chainsaw today to cut and remove fallen tree limbs. He has been cutting back fallen limbs most of today and will continue this week (Friday and Saturday).

Devin with CTR did an inspection of the vent leaking in the rental. He did a quick temporary fix (to evaluate if this is the problem). It hasn't leaked since, and he was going to repair it on Saturday. He had to reschedule Saturday's repair (due to the ice storm). He will need to reschedule this. Mel says he will ask him if he can do the repairs of carport dents when he returns.

**Landscaping-** (Lisa Buscho) reviewed the walkaround rounds (first half) recently completed. Many issues were identified in the report submitted to the Board. Kate will create a spreadsheet and Lisa B. will fill in the needed repairs by unit number. We, (the Board) will then prioritize the repairs and have a way to track what has been completed and when. The Architectural and Landscaping Committee has been reviewing Berenger's (Eugene Lawn Rescue) contract and work, as there have been some complaints. The Architectural and Landscaping Committee are looking to other potential landscape companies, targeting a hybrid environmentally friendly company if possible. Potentially to get another bid. Botanical has been contacted by Kate twice but has not gotten a response. Lisa B. to review other possible landscape companies and get back to the Board with options.

**Compliance-** (Kate Schultz) says it was a busy month. Many problem calls (e.g., dues related questions, why was the power out, etc.). Kate has been scanning and electronically organizing all the past compliances collected to make a search easier and quicker.

Compliance Duties:

Mid Jan-Mid Feb- Lisa Buscho

Mid Feb-Mid March-Lisa Armstrong

Mid March-Mid April-Sandi Patton

**Old Business-** Voting for new Board Members is an ongoing discussion. Lisa B. will send her ideas to Board for their review.

Earthquake insurance- Do we keep it? Mel to ask Eric (at Bottom Line Bookkeeping) about other HOAs having this insurance coverage.

Kate Schultz to go to US Bank with Mel Huey to get added to the checking account. Kate as President of HOA to be an added signer on the account. A motion was made to add Kate to the Board's checking account, MSP this motion.

**New Business**-Kate discussed leaking roof repair report for unit 1534. One roofing bid given (Peaks & Valleys). Father & Son Roofing to be called to ask for a second bid. Unit 1586 carport is leaking. Mel to call Devin with CTR to ask if he can give us a bid to repair it.

Rent will be increased 10% in May 2024 for the rental unit. Last year an inspection was done (per the rental agreement) at the time of the rent increase. Lisa B. will do an inspection this year. Kate will send a notice to the renters to give them 90 day notice of the rent increase, the need to clean the rugs, and that an inspection will be scheduled.

The owner for unit 1632 says there are 'peeping toms' repeatedly looking over the (low) back yard fence. She wants to plant arborvitae hedges to decrease the visual access to her home. The Board approved this.

Discussion held whether to keep Community Associations Institute (CAI) or not. Cost is \$325/year. Has resources available. Not confirmed to drop it at this meeting.

Rebekah Rossberg resigned from the HOA Board. New Board member will be solicited.

Meeting adjourned 9:11 pm

Minutes provided by Lisa Buscho