

## SUNSET MEADOWS BOARD MEETING MINUTES held Thursday Feb, 17, 2022

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

### **Call to order at 6:37 PM**

**Homeowner Remarks:** None

### **Approval of the Minutes**

*Jane moved to adopt the minutes from the 01-20-22 Board meeting as submitted, seconded by Mel; motion carried.*

**Treasurer's Report:** As of 01-31-222, bank account; \$93,621, money market account; \$181,010. Delinquency increased in January by \$1,067 to \$5,202. There were 20 members past due, with 3 members more than 2 months delinquent. Because of the dues increase of \$30 to \$185, 4 members missed paying the new amount and were sent notices of their delinquency and the dues increase. The unit of a deceased member is expected to be put up for sale shortly.

*Jane moved to approve the treasurer's report, seconded by Sandi; motion carried*

### **Maintenance – Mel Huey**

- **Lighting Repairs** – Oregon Electric Service completed repairs to the sidewalk lighting from units 1432 to 1446
  - Mel replaced multiple exterior light bulb along the west side of the property
- **Irrigation System** – Graham Landscape has provided a bid of \$2,600 to repair/replace an irrigation line on the East side of the property

*Jane moved to have Graham Landscape proceed with irrigation system repairs on the East side of the property, seconded by Sandi; motion carried*

- **Crawl Space Moisture** – Aardvark Excavation looked at the water issues under 1486 and recommended replacing the gutter drain line for the building and to consider installing a French drain on the East side of 1488. More investigation is needed to address water accumulation issues around unit 1501. He looked around 1517 for drainage issues that may be affecting foundation stability.

*Jane moved that we hire Aardvark Excavation to do a full property drainage evaluation complete with short / long term corrective action recommendations and expected costs, seconded by Sandi; motion carried*

- **Storm Drainage** – Baxter Plumbing provided a bid of \$1388 to attempt the cleanout of the line connecting the storm drain by the north side mailboxes to the storm drain in front of unit 1501. They are not guaranteeing success.

*Dave moved that Baxter Plumbing be hired to attempt to clean out the above mentioned storm drain line, seconded by Marilyn; motion carried*

- **Foundation Settling** – unit 1517 had Terra Firma investigate and confirmed there has been foundation settlement of 4.5 to 5 inches from the front of the unit to the back. Terra Firma will need to do similar evaluations in units 1511, 1515, and 1519. Unit owners are asked to call Terra Firma at 541-236-5222 to set up an appointment for an inspection, which is done at no charge.

- **Misc.**
  - The gutter on the back side unit 1596 was replaced
  - Spacers were installed on a pool heating line to move it away from the exterior wall of unit 1542. Mel is planning to seal and repaint the damaged area.
  - Mel is addressing the ongoing problem of inoperative garbage dumpster locks around the property. If you have trouble with a lock, contact mel97402@gmail.com

#### **Compliance - The new phone number 541-606-0515**

- Tamy Ngan reported:
  - Unit 1590 - trash bags left outside the front door. Compliance notice was issued and the problem was resolved.
  - Unit 1519 – There is so much dog poop behind the unit that Rexius is refusing to mow the area unless it is picked up. Since this is a repeat compliance issue a \$50 fine was assessed and an additional \$50 fine will be levied each week against unit 1519 until the area is cleaned up.
- Marilyn O’Malley, 541-606-0515, compliance officer from mid Feb to mid-March
- Lisa Armstrong, compliance officer from mid-March to mid-April

#### **Landscape – Jane Hackett**

- Jane and helper have been digging up sedge along the north side of the property
- Jane recommended that we remove 2 or 3 arborvitae plants along the East side. She recommended that we contract a private party to do the removal for \$250. She will coordinate and supervise the work.

*Jane moved arborvitae work as outlined above be approved, seconded by Sandi; motion carried*

- Jane, Marilyn and Mel discussed meeting with Clean Air Lawn Care service to take over the lawn care contract from Rexius. Using battery powered equipment will reduce air pollution and noise pollution. They reported:
  - The company uses battery operated mowers where possible and practical. They do use a gas-powered riding unit for the larger areas.
  - Electric powered blowers
  - Organic weed control
  - Contract price is \$3200/month which is only \$20/month more than we pay Rexius
    - Contract was bid to the same “scope of work” as Rexius now provides
  - The company has excellent references

*Jane moved that we award the contract for property landscape maintenance services to Clean Air Lawn Services, seconded by Lisa; motion carried*

- Anyone with questions or that would like to discuss landscaping decisions are encouraged to contact Jane Hackett at [hackett1575@comcast.net](mailto:hackett1575@comcast.net)

#### **Community Garden – Tamy Ngan**

- Tamy Ngan has taken over as the Community Garden Chairperson with LiDona and Barbara serving on the committee
- For information on participating in the Community Garden contact [tamyngan@gmail.com](mailto:tamyngan@gmail.com)

## Old Business

- **HOA Compliance phone** – is working well
- **Surveillance Camera Pilot** - Dave Hubbard
  - The one camera installed in the dumpster enclosure for units 1432 – 38 is functioning well and the dumpster area protocols are being followed
  - Dave recommended mounting one surveillance camera over the North mailboxes to catch/deter the vandals that are damaging this equipment. The cost would be \$200.

*Jane moved that we spend \$200 to install a surveillance camera at the North mailbox area, seconded by Mel; motion carried*

- Dave would like to train an HOA resident on setting up, installing and maintaining these cameras. If you would like to make your contribution to the HOA, please contact Dave at [hubbard-roc@peak.org](mailto:hubbard-roc@peak.org)

## New Business

- **Special Project Requests** – none
- **Board decisions made by email between Board mtgs**
  - To enable timely and efficient operation of the Sunset Meadows, certain decisions are made by email correspondence amongst all board members
    - Such as time sensitive maintenance, landscaping issues or unexpected changes/costs in previously approved projects
  - It was recommended that “email decisions” be added to the monthly BOD meeting agenda, confirmed by the board at the regular BOD mtg and recorded in the minutes
- **HOA Insurance Policy Evaluation**

*Jane moved that we hire legal firm Vial Fotheringham LLP to evaluate the HOA insurance policy coverage and CC&R insurance requirements to best manage risk vs insurance costs and make recommendations for improvement, seconded by Sandi; motion carried*

**Meeting adjourned at 8:45 PM**

**Next Meeting** – March 16<sup>th</sup>, 2022, 6:30 pm at unit 1452

**HOA Blogspot** [www.sunsetmeadowseugene.blogspot.com](http://www.sunsetmeadowseugene.blogspot.com)

Submitted by Dave Hubbard (HOA secretary)