

## SUNSET MEADOWS BOARD MEETING MINUTES held Thursday March 18, 2021

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

### **Call to order at 6:03 PM**

*Jane moved to adopt the minutes from 02-18-21 meeting as submitted, seconded by Marilyn; motion carried.*

### **Treasurer's Report**

Delinquency increased by \$960 to \$5,995 in February. There were 21 members past due compared to 20 members past due in January. The good news is that so far in March, 4 members have paid approximately \$2,400 in delinquent dues. Mel Reported that the electrical work done to repair the property lighting cost \$20,000 that was not budgeted. He recommended that some projects planned for, in this fiscal year, be delayed until late summer so they can be invoiced in the next fiscal year which begins Sept 1, 2021. The board was in agreement.

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

### **Compliance**

- Jane reported:
  - Unit 1432 was fined for storage of personal items in the open under the carport and for repairing a vehicle on the property.
  - Unit 1519 was given a violation notice for materials stacked/leaning against the unit and fined for not picking up dog poop in the area behind the unit. The resident immediately removed the stacked materials.
  - Unit 1474 was issued a warning for a non-compliant vehicle parked on the property and for personal items stored in the open under the carport. The vehicle was removed.
- Tamy Ngan, 458-215-1820, will be HOA compliance rep until April 15, 2021
  - Marilyn O'Malley – Apr 16 – May 20

### **Maintenance – Mel Huey**

- **Siding Repairs** – Mel has arranged for Northwest Siding to inspect the siding condition on buildings around the property and make recommendations and cost estimates for repair. Siding repair/maintenance is an ongoing project done every summer.
- **Roof care** – Mel has received bids for roof moss treatment and removal. One company has recommended installing down spouts to connect the upper roof gutter with the lower roof gutter thus eliminating the unsightly moss build up that occurs in the drainage area. The cost would be \$1,700. The board agreed this is worth looking at and requested that Mel gather more information.
- **Mail Carrier Parking Sign** – Plans for new signage are ongoing
- **Misc.**
  - Opened blocked sink drain in HOA rental unit 1571
  - Unit 1488 – repaired back storage unit door
  - Mel reported cleaning out and organizing HOA storage shed

## Landscape – Jane Hackett

- Jane and Mel did a lawn evaluation and concluded that the lawn is in good condition overall with only some minor reseeding/repair required this spring
- Jane has been trimming and clearing unsightly undergrowth around shrubs/plantings in resident's front yards. **Residents that have plants/shrubs in your front yard – care and maintenance is your responsibility. Please stay on top of them to ensure they are healthy and attractive.**
- Mel has done some minor tree trimming around the property

## Old Business

- **Recycling** – An audit has concluded there have been significant improvements in our recycling practices at Sunset Meadows. Thank you and keep up the good work.
- **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
- **Community Garden Plot** – Marilyn proposed the following
  - A 25' x 35' area at the west end of the pool be used for this purpose
  - Currently 10 residents are interested in participating
  - The area would contain 10 planters 5' x 8' with a 3' walk ways around each
  - A 6' deer fence would be installed around the garden area with a lockable gate
  - Projected startup costs
    - Fence installation \$1,600
    - Dirt 400
    - Bark-o-mulch for walk areas 200
    - Water hoses, timers, sprinklers 300
    - Planter boxes \$1,500
    - Marilyn reported that one of our residents has generously agreed to donate \$1,500 toward startup costs for the project
  - Marilyn and interested gardeners have prepared and submitted a rules and requirements document to the BOD for review

*Dave moved that the HOA provide the property, fencing, soil and water for the community garden while participants would be responsible to supply their own planters, to fill and maintain planters, crops, walkways and all areas inside the fence. Project funding would not exceed \$2,500; seconded by Jane.*

Dave spoke in favor of the motion pointing out that the HOA supports a pool facility utilized by 20 – 25% of the Sunset Meadows residents at a substantial annual cost. The community garden will be utilized by 10% of residents with very little annual expense beyond the initial startup cost.

*Call for the vote; motion carried.*

*Dave moved that the gardeners form a small oversight committee with an appointed chair person. The gardening committee would report to the BOD; seconded by Jane, motion carried.*

**New Business**

- **Special Project Requests** – none submitted

**Meeting adjourned at 7:45 pm**

**Next Meeting – April 15, 2021, 6:00 pm to be held at unit 1452**

Submitted by Dave Hubbard (HOA secretary)