

Sunset Meadows HOA Board Meeting

July 18, 2024

Meeting Called to Order: 6:38 PM

Present: Lisa Buscho, Lisa Armstrong, Kate Schultz, Sandi Patton, Tatiana Guerra, Mel Huey

Motion to approve June Meeting Minutes made by Sandi, Mel seconded. All approved.

Treasurer's Report (Mel)

\$14,000 net income increased with no reported major expenses this month. Mel questioned where the bookkeeper is categorizing some of the invoices (e.g., mulch purchase expense was put under 'general maintenance' category instead of 'landscaping'). Mel will clarify the nomenclature categories with the bookkeeper for expenses and invoices going forward.

Delinquencies increased \$634 in July to equal \$6,863 to date.

The insurance renewal statement showed a staggering 40% increase in premium to \$43,222. Mel stated the HOA has been paying for coverage that includes interior unit coverage. There was confusion regarding this because it was thought that interior damage, repairs, and replacements are required to be covered by individual homeowners' insurance. The Board discussed this a few years past and were notified that it is a requirement (per the insurance agent). Currently, this insurance coverage has a \$1,000 deductible although previously, the Board suggested raising this to a \$5,000 + deductible to offset the cost of the premium. If the deductible for both interior and exterior insurance is raised to \$5,000 or \$10,000, there would be a savings benefit on the cost of the premium. Plan is to review requirements of the HOA and pursue lowering the cost of premiums by 1) raising the deductibles, 2) shopping around for another insurance company with a lower cost, and 3) dropping the interior coverage if not required.

Mel reports two CDs are coming due in the WAFed accounts. He proposes reinvesting in either (or both) a 7 month & 13-month CD. It was proposed to reinvest \$200,000 of this amount into a 7-month CD, since we have a large payment for Sunset Meadows repainting scheduled for Summer 2025. Sandi made a motion to reinvest this amount, Tatiana seconded, and the motion passed.

Budget Planning 2024-25:

Several additional budget items were discussed in addition to the routine required expenses listed on the budget Mel outlined. These include the following.

- Replace the entire front fence along Oak Patch Road at ground level to 6 feet tall. This front fence is in poor shape, has missing slats, is leaning in some areas, has

large gaps both on top edge and bottom edge in some sections. Privacy and security have been an issue for those living abutted to Oak Patch Road and who have voiced concerns regarding this section of failing fencing.

- Repair the asphalt pothole at the back section of Feters Loop adjacent to the speed bump. (Entire Asphalt Resurfacing is scheduled in 1-2 years per Reserve Study).
- Increase the landscaping budget for several different issues. Some of the costly irrigation repairs have been addressed but anticipate ongoing needs mostly due to the aging system and mature trees and hedges' root growth damaging water lines throughout the property. Dead & dying trees, shrubs, and bushes need to be removed and replaced with climate-adaptive plants and trees. Some sections of common areas behind (and in front of) units need landscaping attention (e.g., lack of sun, water, & attention leave areas with hard-packed dirt, no grass or other vegetation; weed overgrowth; low lying areas underwater during wet season leading to flooding and muddy sections, etc.)
- Need to engage a new HOA attorney as the prior retained attorney has been essentially non-available when called.

Motion to approve the treasurer's report made by Kate, Lisa B. seconded, motion passed.

Maintenance Report (Mel & Kate):

- Irrigation Update-an underground broken electrical wire that caused a short circuit to one controller was repaired by Oregon Electric Service. Another short has been identified and Mel will be digging to free up more of the broken wire so the electrician can reconnect it. Mel has been turning on the irrigation manually and continues to do so for the one nonworking controller (North area). Three of the four controllers are working and watering occurs between midnight-6 am three times per week. A leak in the newly placed main line was fixed by Graham Landscaping and they also completed the backflow test (required by EWEB) on July 10, 2024.
- One broken downspout was repaired.
- Two units each had one outside leaking spigot that was replaced by Baxter Plumbing on 7/15/24. One more exterior faucet reported leaking today, will call Baxter.
- One dumpster surround door was repaired.
- Pool Update-Lane County pool inspection was done on July 9, 2024. The three missing inlet covers were the only problem identified. This was already known as replacements have been difficult to find for this older pool item. Solar Assist found and repaired two small leaks in the pool's solar panels. They gauge the panels may last for another 5 years. They gave a rough estimate for replacement at around \$16,000 but can provide an estimate for the Reserve Study.

Architectural & Landscape Updates (Lisa B.):

- Knotweed update: Lisa B. contacted the apartment manager next door to explain the noxious weed problem growing on their side and invading our property. The manager asked that the HOA write a letter to the owner of the property (a copy of

this letter is in HOA file). Their maintenance person cut down the weeds on their side and poisoned them as instructed. Architectural & Landscape Committee member, Marilyn, found a few more small Knotweed growth shoots and cut/poisoned those. Will need to continue to monitor/address weed growth in this area for at least the next year.

- Sperry Tree assessed diseased trees (focusing on fruit trees) on 6/24/24. Informed us the issue with the fruit trees is fungal pathogens. Treatment is either pruning and thinning tree canopies to increase air flow (Sperry can do) or application of fungicide/bactericide to the trees (Sperry recommends Jeff Chandler Tree Service). The Maples and Ashes on the property are exhibiting stress symptoms probably due to changing climate extremes, infrastructure construction like sidewalks and asphalt, and potential watering issues. Plan: This fall, Sperry to do in-depth walk around to evaluate and recommend tree removal, maintenance, or care on entire property.
- A list of multiple repairs (dry rot, fencing, roofing, carport metal siding & beams) on entire property are needed. Will get two more contractors to bid on these repairs. Brigham Construction (7/25/24) and K&M Construction (TBD).
- Will request a bid for fencing from Papi's Custom Carpentry.

Compliance Report (Kate)

- Dog off leash
- Dog poop in bags left sitting out front of unit
- Mid-July to Mid-August: Tatiana Guerra
- Mid-August to Mid-September: Lisa Armstrong
- Mid-September to Mid-October: Lisa Buscho

Old Business (Kate):

- CERTA update-They have scheduled September 6 to inspect several identified units to provide input to quality of repairs done & potential general repairs needed in future.
- Project Review-discussed a few of the small repair projects Mel helped fixed. Mel to obtain several exterior dryer vent covers as many are broken/missing around the property.

New Business (Kate):

- New projects & requests-new voting process discussed that will accommodate requests made by the HOA members last year and that will increase voter anonymity.
- Pool clock requested to be replaced. Will check battery and replace &/or replace entire clock as needed.

- Additional picnic table requested. Members have been monitoring the use of the one table we have and found it has not been getting used very often. Meanwhile, have been monitoring Facebook Marketplace for one for sale. Will table this request.
- Pool key requests require a \$25 deposit for lost keys. Request must come from (and be paid by) the homeowner. (Renters must ask homeowner for requests). Treasurer should note that the deposit was obtained and let the bookkeeper know to categorize the deposit as a “fee” or “fine” rather than “pool maintenance.” category in the HOA account.
- Request was made to allow a one-day, community-wide garage sale to be held out of the individual carports. Will need volunteers to head up and organize this sale. No items will be allowed to be left in the carports and/or put into dumpsters after the end of the sale day.
- Request came in for bike storage, Mel to follow-up.
- Neighborhood Watch-with increase in crime in the area and on property, a request was made to consider a community Neighborhood Watch. Would need a buy-in from homeowners with several volunteers to organize it to make it work. This was requested several years back but there was not enough interest at the time, so it did not go forward. If enough homeowners show an interest, will ask the police representative to come meet with the group to discuss the program.

Next meeting: Thursday, August 22, 2024 (date adjustment made to accommodate a Board members’ schedule)

Meeting Adjourned: 9:13 PM

Submitted by Lisa Buscho covering for Secretary