

SUNRISE PLACE HOMEOWNERS ASSOCIATION
MEETING MINUTES

Minutes of: Monthly Meeting

Date of Meeting: Thursday, September 19, 2019

Time of Meeting: 1900

Place of Meeting: 8104 NE 35th Ave

I. ROLL CALL:

Roger Nowicki (President), April Delaney (Acting VP and Secretary), Nate Swearer (Bookkeeper), Michelle Gorham, Joanie Taylor, Tamara Snyder.

Meeting called to order at 1904 by Roger.

Minutes from previous meeting read by April. Motion to approve by Michelle, Nate second.

II. REPORTS OF OFFICERS:

a) Financial Report

- Operating income ended in a surplus of \$12,461 under the accrual method. All revenues were normal, expected and within budgeted limits. Projected year-end surplus is \$21,556. The target to cover long term expenses is \$24,188. We are on pace to make 89% of target.

- The total for Umpqua bank accounts in QuickBooks stood at \$43,873.34, \$4,732.14 Operating and \$39,141.20 Reserve. One deposit of \$336.26 has yet to clear the bank. -\$.10 Accounts Payable is due to over payment of monthly landscaping bill. Credit will apply this month.

- Net accounts receivable stood at -\$2,563.82. \$2,918.22 was paid in advance and \$354.40 was overdue. No account is over 30 days past due. All accounts in good standing.

April motioned to approve Financial Report, Roger second.

**We encourage homeowners to use auto pay when paying their HOA bill. It is quick and easy. If you would like assistance with auto-pay, please contact Marge or Nate.

III. OLD BUSINESS:

a) Landscaping – Please respect the landscaping. Homeowners must contact the Board for approval if they wish to make any changes. We are looking into

replacing the tree at Lisa Onstott's home. The Board will discuss with the Architectural Review Committee.

- b) **Parking** - Driveways are NOT common areas. Please do not park in driveways if they are not your own. Do not park in front of driveways. Do not park on corners. Do not block the yellow wheelchair access. **Do not park on the sidewalk.** Do not park on lawns. Do not park in front of fire hydrants. The neighborhood has limited parking. Residents and guest may have to park outside of the neighborhood if parking is unavailable. **Please utilize your garage and driveways before parking on the street.** ***Vehicles may be subject to tow should they violate RCW 46.19.050 under subsection 3.***
****Homeowners: please inform your renters of the parking rules.****
- c) **Bark Dusting** – The bark dusting is complete. There is one home that rock will be placed still and the Board is working on it.
- d) **Painting** – There are only two homeowners that have yet to contact the Board with their plan to repaint homes on 80th. Ted and Vicky Williams as well as Arthur and Tracy Tsihlakis have yet to contact the Board. 30 day notices will be sent to these home owners next and further action will be taken should they not comply.
- e) **Drains** – Roger was unable to locate the “as built plan” for the drains. He is still looking into their existence.

III. NEW BUSINESS:

- a) **Pressure Washing** – We will be looking for another gutter and roof cleaner. Michelle will be considering resizing her gutters due to clogging. Four Sons Pressure Washing has to come out this year but then we are not contractually obligated after that. We may not have them pressure wash the roofs; just clean the gutters.
- b) **Landscaping**
 - The Board will be contacting Kingsway School in reference to the spraying behind homes on 80th.
 - Tamara would like to add stone to her front yard to make it more easily accessible to her back gate. She will submit a plan to the Board for approval.
 - Roger will be turning the sprinklers off by mid-October and he will also replace covers.
- c) **Reserve Study** – Roger will contact the company who completed the reserve study to see if we are on track. A review is covered after 1 year in the contract and Roger will confirm.
- d) **TRASH/RECYCLING CANS** – all homeowners and tenants MUST keep their trash cans inside of their garages. Trash cans and recycling must be moved from the street and out of vision by the evening of the trash pickup date. Homeowners please remind your tenants.
- e) **NEIGHBORHOOD YARD SALE!!! We are having a neighborhood yard sale on October 12th. The Board will be advertising on behalf of the neighborhood.**

**We invite everyone to participate. If you have questions, please let us know:
sunriseplaceHOA@gmail.com.**

- f) Annual meeting: Scheduled for November 13th, 2019 tentatively at Luke Jensen Community Center. We will have a Pot Luck at 6pm and the meeting will start at 7pm. Official Notice and Agenda will be mailed out this month.**

Roger motioned to close the meeting at 2046. Joanie, second.

The next meeting will be October 17th at 1900 (7pm) at 8104 NE 35th Ave. Should there be any changes to the meeting, homeowners will be notified. All are welcome and encouraged to attend.

April Delaney
Secretary
9/27/19