

SUNRISE PLACE HOMEOWNERS ASSOCIATION

MEETING MINUTES

Minutes of: Monthly Meeting

Date of Meeting: Thursday, April 25, 2019

Time of Meeting: 1900

Place of Meeting: 3506 81st Circle

I. ROLL CALL:

Roger Nowicki (President), Lisa Packard (Vice President), April Delaney (Secretary), Marge Swearer (Treasurer), Nate Swearer (Bookkeeper), Kris Nowicki, and Michelle Gorham.

Meeting called to order at 1918 by Roger.

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

II. REPORTS OF OFFICERS:

a) Financial Report - Operating income ended in a surplus of \$5,234.98 under the accrual method. All revenues were normal and expected as predicted. Projected year-end surplus is \$27,390. The target to cover long term expenses is \$24,188. We are on pace to make 98% of target.

- The total for Umpqua bank accounts in QuickBooks stood at \$36,212.72, \$4,272.99 Operating and \$31,939.73 Reserve. All bills were paid so no accounts payable.

- Net accounts receivable stood at -\$1,928.17 meaning more homeowners have paid in advance compared to those who were overdue. 4 accounts were 60 days past due. All other accounts are in good standing.

****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) **Landscape** – Several homeowners have noticed mushrooms growing in their front yard. April will contact Frontier Landscaping to get a list of things that have been done so far this year.
- 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. ***Vehicles may be subject to tow should they violate RCW 46.19.050 under subsection 3.***
- c) Roger contacted the owner of the semi-truck that did damage to the concrete down by the mailboxes. He also contacted the County. The owner of the truck stated he would pay for repairs should the County not make the them. The County did indeed repair the concrete, so the issue has been resolved. It does not appear any other damage was done by the incident.
- d) The Board has reviewed the Special Notice that was prepared in reference to what is covered under the new budget for roofs. It was approved unanimously and will be sent out to homeowners.
- e) **Spring Cleanup** – will be held on June 8th and 9th. Should the dates change, homeowners will be notified. We will be focusing on bark dusting, pressure washing fences and flowers in common areas. The Board will be contacting companies for quotes on bark dust. Kris Nowicki and April volunteered to go door to door to get a sign up for the spring cleanup. They will go in May.

III. NEW BUSINESS:

- a) Michelle Gorham stated she has a clogged gutter from when we had the pressure washing completed. Four Sons Pressure Washing will be contacted to see what they can do to resolve the issue.
- b) April presented a request for homeowner Tim Doran. He is requesting to put up an awning at the back of his home. One specific design was approved as long as it is in white and is done to the specifications of the picture design. The Board would also need to see the estimate to see the model and dimensions.

- c) **Sprinklers** – Roger will be turning on the sprinklers in front yards and at the park fountain the first two weeks in May.
- d) **Painting** - Two companies have been contacted to get quotes for painting homes. The Board will acquire 3 painting companies for homeowners to choose from. The homes that are in need of painting will be identified by the companies and homeowners will be contacted to get the painting completed. April will contact the third company for quotes.
- e) **Pressure washing siding on homes** – Homeowners are required to keep the siding on their homes clean. The backs of the homes on the north side of 80th have been identified as an issue. If you have moss on the siding of your home and would like help in resolving, please contact the Board. We can help with getting you in contact with companies that can help or even potentially assist at the Spring Cleanup.
- f) **If you have Christmas lights on your home still, please take them down.**
- g) Roger is a part of CERT (Community Emergency Response Team), a team of volunteers educated in disaster preparedness and trained in basic disaster skills. He has requested to attach an antenna to the back of his home for radio monitoring. The antenna is 6 feet or less and meets the standards of Article 2 Sec 13 of the CC&Rs. Motion to approve made by April, Marge second.

h) Homeowners and Homeowners with Tenants:

****are reminded to respect other people's properties.

****are reminded to pick up after your pets. If your animal poops on a lawn, pick it up and dispose of it properly.

****PLEASE NOTE: Some homes are under video surveillance.

Marge motioned to close the meeting at 2036, Lisa second.

The next meeting will be May 23rd at 3506 81st Circle at 1900. If the meeting location change, homeowners will be notified. All are welcome and encouraged to attend.