

## SUNRISE PLACE HOMEOWNERS ASSOCIATION

### MEETING MINUTES

Minutes of: Monthly Meeting

Date of Meeting: Thursday, March 21, 2019

Time of Meeting: 1900

Place of Meeting: 3506 81<sup>st</sup> Circle

#### **I. ROLL CALL:**

Lisa Packard (Vice President), April Delaney (Secretary), Marge Swearer (Treasurer), Nate Swearer (Bookkeeper), Shawn Parks.

Meeting called to order at 1910

Minutes from previous meeting read by April. Approved by Marge, Lisa second.

#### **II. REPORTS OF OFFICERS:**

**a) Financial Report** - Operating income ended in a surplus of \$2,809.34 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 annual budget.

- The total for Umpqua bank accounts in QuickBooks stood at \$33,301.42, \$2,801.95 Operating and \$30,499.47 Reserve. All bills were paid so no accounts payable.

- Net accounts receivable stood at -\$1,994.32 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** - Frontier Landscape has completed three mows so far for 2019. They have also sprayed the ground moss.

**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.\*\*\*

#### **IV. NEW BUSINESS:**

- a) Damage from a semi-truck occurred on February 5<sup>th</sup> 2019 to Sunrise Place property down by the mailbox. Lisa attempted to locate the owner of the truck and the company but was unable to do so. The Sheriff was contacted but they stated they did not consider it a hit and run so would not help. The Board is still in the process of locating the responsible party to pay for the broken sprinkler heads and damage to the concrete.
- b) A draft of Special Notice was prepared by The Board in reference to what is covered under the new budget for roofs. We are waiting for all Board members to approve before sending out separately to homeowners.
- c) A tentative date for the Spring Cleanup 2019 was scheduled for June 8 and 9. A confirmation of dates will be given and notice will be provided once the date is locked in.
- d) The roots of the tree in the front yard of 8017 NE 35<sup>th</sup> Ave are growing up through the lawn. This is a potential safety issue.
- e) **Homeowners and Homeowners with Tenants:**  
\*\*\*\* are reminded to respect other peoples properties. Please keep children from playing on or near ac units. One child hit his head on an ac unit recently while playing hide and seek. The child appeared to be unharmed. The homeowner has asked numerous times that the children not play on the property and near the ac unit. Also, children are not to use water faucets that belong to other homeowners. Please remind children to play at common areas or at Luke Jensen Park.  
\*\*\*\*are reminded to pick up after your pets. If your animal poops on a lawn, pick it up and dispose of it properly.

Marge motioned to close the meeting at 2000, Lisa second.

The next meeting will be April 25<sup>th</sup> at 3506 81<sup>st</sup> Circle at 1900.  
All are welcome and encouraged to attend.