

Sunset Ridge Homeowners Association
BOARD MINUTES
May 21, 2008

Board members present:

Kathy Meikle, President
Bob Hart, Vice President
Andrea Jones, Secretary
Jennifer Meuljic, ACC Chair, Special Events

Non-Board member(s) present:

Katie Merritt, Clubhouse Manager
Judy Saleg, Invest West Management

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Homeowner(s) present:

Dan Cox, Randal & Shelley Houle, Teresa Lattimore, Katie & Eric Koppes, Susan & Lily Hart, Patricia Gardner, Madelyn Skaug, Frieda Flint

1. Homeowners concerns:

New retaining wall on path between K & L Street. It seems to no be level and there may be an issue with the city sewer easement. (see the parks and trails report for more detailed info)

It was requested that along with a verbal OK for an ACC project that the paperwork also be returned to the homeowner for their records. ACC agreed to this process. It was brought up that the time to return a request to a homeowner was changed from 30 to 45 days. This change was made to bring us into alignment with other HOA's but we will strive to return requests in as short a time as possible.

Peeling paint on houses in Phase 1: The board has agreed to have Invest West look and give the board a report on their findings. At that time the board will consider action. The white fence at the bottom of Sunset View road is in need of repair and cleaning. Bob Hart to check with the city about getting it fixed. Following further discussion from Invest West, we believe the city owns the fence line in front of the detention pond. The bench is not bolted into the ground at the play area on 51st Street. Kathy will contact PLH and have them fix it.

2. The meeting was called to order at 6:30pm

3. Approval of Minutes:

Bob Hart moved that the minutes from the April 16th, 2008 minutes be approved as amended. Jennifer Meuljic seconded. Motion passed.

Introduction of 3 new potential board members:

Randal Houle, Dan Cox, and Teresa Lattimore. Sarah Ruddell was unable to attend due to illness.

Each individual introduced themselves, talked about why they would like to join the board.

Bob Hart made a motion that the board appoints Randal Houle, Dan Cox to the board of directors. Andrea Jones seconded. Motion passed.

4. Officer and Committee Reports:

A. President's report: Kathy Meikle

Kathy led a discussion with new board members regarding the commitment time and responsibilities of the positions. She also brought the new members up to speed with the current budget, and other current items with the board.

B. Treasurer's Report:

Judy at Invest West reported we have 4838.28 in the reserve account. 32,364.60 in the CD account. The plan is to pay for the new air exchanger out of the operating account and not cash is the CD to avoid penalties. The operating account showed a balance of -4425.00, due to most homeowners waiting until the last day of the month to pay dues.

Dan Cox has elected to take on the position of Treasurer and Judy will go over the financials with him.

C. ACC Report: Jennifer Meuljic

Jennifer reported that she had many new paint requests, all have been approved and that they were fairly neutral colors. She gave Judy all the new approvals.

Randal Houle has chosen to be our new ACC Chair. He will be briefed and trained on the new procedures and the follow up plans for those ACC requests that are in progress.

D. Clubhouse Report:

Training of new clubhouse managers, Jennifer and Andrea is going well. There are still a few pool items that they feel they need more hands on training with. It was requested that even once Katie is gone that we may keep an open line of communication for "on-call" emergencies.

The new air exchanger is in and working nicely. It's a fairly low maintenance item and the clubhouse managers have been trained in cleaning the filters.

Spring cleaning is underway and ongoing on the patio.

We are looking for new spot for the displaced lockers in the pool area.

Care Free is coming out next week to do maintenance on the spa light and to check the pool filter.

Judy at Invest West is getting the board 2 bids on cleaning the windows.

E. Parks and Trails: Bob Hart

The city is looking into the new retaining wall between K & L Street. They will let us know whether or not it can stay or go. The issue they are looking into is the sewer easement.

The seven new 18 x 24 signs for the parks and trails will be posted by the end of the week. We are going to re-use existing posts in those areas.

Thunder and Lightning reported there has been less animal waste to pick up recently.

The pruning of the trees has gone well and they are looking much better.

The moisture bags for the trees on the top lot will be installed soon for the warmer weather.

Bob will be checking the Plat Map in Phase 4 to see who is responsible for the grassy area between the split rail fence and the houses below it. It is in need of maintenance.

Tot lot improvements have been done included new gravel and paving stones to keep the gravel off the sidewalk.

Two new walls were added along the trail between SR Drive and the tot lot. The existing wall between the tot lot and detention pond was removed and replaced.

F. Newsletter: Randal Houle has agreed to put together our next news letter with the help of the board for content.

G. Special Events [Jennifer Meuljic](#)

The first flyer to remind home owners about the garage sale was delivered this week. The second flyer will be delivered around the first of June. Looking into a reusable banner for the garage sale each year.

H. Website Committee & Welcome Committee: Frieda Flint reported that she will be updating the map on the website. The Phase 5 CC&R'S will be added. The complete list of rules and regulations for the Parks and Trails will be added. Our three new board members will be added and updates made to board positions.

K. Old Business: Bob led a discussion to update the new board members in regards to Phase 6. Vial Fotheringham has notified us that is would be difficult if not impossible to go ahead with the plan to re-plat Tract D in phase 6.

Bob Hart made a motion to accept Tract D as it is platted. Andrea Jones seconded. Motion passed.

Bob Hart made a motion that before the turn over of Phase 6 to SRHOA, that all common areas must have board approval before we accept the property into the HOA. Jennifer Meuljic seconded. Motion passed.

L. New Business: Jennifer Meuljic made a motion to appoint Teresa Lattimore to the board of directors. Dan Cox seconded. Motion passed.

New Treasurer, Dan Cox

New ACC Chair, Randal Houle

New Secretary, Teresa Lattimore

At 8:10 the board went into executive session.

At 8:34 the board came out of executive session

J. Adjournment: Meeting adjourned at 8:34pm

Additional Comments: Updates since the meeting.

* The City gave us written permission to keep the retaining wall on the trail (between K & L street) with the understanding that if the City needs to repair the sewer line, access to it will be made at Association expense.

It is a sewer easement so it is highly unlikely to ever happen. Thunder and Lightning will be out on Tuesday to finish the work with 3 way mix, bark dust and ground cover consisting of lithodora and candy tuft.

* The slope below the rail fence at the top lot is owned by the Association. Jay's seeded the area with wildflowers a few years ago and does cut it occasionally after the wildflowers die off.

* I talked to the City about the gaps in the fence at the detention pond along Sunset Ridge Drive. They will fix it. I will hear more about when on Wednesday when the person who is responsible for it will be back. I'll let you know when I hear from the City.

Those are the most immediate things. Bob Hart