

Sunset Ridge Homeowners Association
BOARD MINUTES
August 17, 2005

Board members present:

- Sabrina Hemphill, President
- Frieda Flint, Secretary
- Kathy Meikle, Trails
- (Non-board member) Andy Beck, Clubhouse manager

Board members unable to attend:

- Karen Dayley, Clubhouse and Parks
- Danielle Frost, Newsletter

**Motions ratified at 9/8/05
Special Board Meeting since
there was not a quorum at the
August 17 Board Meeting.**

Homeowners present:

Madelyn Skaug, Kathy Bridges, Ayelén & Jon Pickett, Loretta MacBain, Bob Hart, Tannis McKee, Joseph Henry, Julie Miller, Greg Schwerdt, Jenifer Meuljic

1. The meeting was called to order at 7:02 p.m.**2. Homeowner Concerns:**

- The Village trail, steps, gravel, and “park” area need attending. Some of the grass in the big park in the Village is dying...maybe a sprinkler is out (Loretta MacBain). Kathy Meikle to speak to Jay’s about both issues.
- Retention pond in Phase 4...many issues: blackberries, metal stakes, weeds, tall grass. Who has key? (Kathy Bridges). Frieda to ask Sabrina to follow up.
- A homeowner appealed a fine due to an apparent delay of an ACC request approval. Shannon of Invest West to investigate and handle the matter.
- A homeowner reported seeing a person living in a non-owner occupied home dumping animal waste on the trails. The same person apparently has left a sheet hanging for weeks from the balcony. A concern was expressed about the lack of responsiveness of at least some non-resident owners to letters from the management company re: violations. No immediate resolution was reached.
- A homeowner asked if Phase 6 residents will have access to the Clubhouse. They will. (Phase 6 is being built between P Street and K Street.) Pacific Lifestyles can add new phases to Sunset Ridge if the properties are contiguous per the Articles of Incorporation.
- Jon Pickett, who works in insurance, suggested we look into the insurance that covered the Clubhouse when the building/pool area was modified. The water damage may be covered.

3. Approval of Minutes: *Kathy Meikle moved that the minutes of the July 14, 2005 Special Board Meeting be approved. Sabrina Hemphill seconded. Motion passed.*

4. Officer Reports

A. President’s report: **Sabrina Hemphill** – no report.

B. Other Officers’ Reports Frieda Flint, Secretary, asked for feedback re: new Action Item Form.

C. Financial

- Revenues for July:

\$??????????

- Expenditures for July: \$?????????? #????? homeowners are past due on dues...#????? balances are over \$100.

D. Architectural Control Committee (ACC) Report – Sabrina Hemphill. An interim ACC committee has been appointed by President Sabrina Hemphill. The committee is comprised of Grant Miller, Andy Beck, and Ryan Hemphill. *Kathy Meikle moved that the committee selection be ratified. Frieda seconded. Motion carried.* It was agreed that obviously OK ACC requests be approved by the committee member receiving them. Documentation to be given to Invest West. Sabrina to give an example of a clearly written ACC request to Danielle for inclusion newsletter.

E. Clubhouse – Andy Beck. / F. Pool Committee. N-Tek estimated pool ventilation repair at \$20,000 to \$30,000. Unsure what to do in view of possible changes with pool. (Pool Committee a priority. Kathy agreed to speak to Karen.) (See homeowner concerns, last comment.) Andy to refinish deck and fix stairs. Signs up about parental guidance. Shannon to make sure check for equipment sent 8/18/05. Equipment ready. Andy to contact State about our adding to sign - people must be 18 to be unattended in our pool. Andy to schedule structural inspection by next meeting.

G & H: Parks and Trails – Kathy Meikle and Sabrina Hemphill. Sabrina reports that the company that installed the play equipment will follow up with fixes to minor issues. *Kathy Meikle moved that 2 non-portable picnic tables and benches be installed on the top lot, and 1 non-portable picnic table and bench be installed in the park area by the swing. Garbage cans in each area. Frieda Flint seconded. Motion passed.* Trail between K & L, sidewalk on 57th not handled by PLS. Sabrina to follow up by next week. Shannon to provide information to Sabrina about a construction defects lawyer by next week.

I. Newsletter... Get articles to Danielle by 25th. Homeowner wanted there to be something in the newsletter routinely about kids' safety.

J. Special Events - Ayelén Pickett. There will be a Halloween Party. Budget is \$400. Ayelén will drop off a budget at Clubhouse by 25th. Notice in newsletter.

K. Neighborhood Watch Committee – No report.

L. Welcome Committee – No report. Committee still needs to be formed.

5. Old Business

A. Review of lien proposals. *Kathy Meikle moved that we contract with Vial Fotheringham to handle liens for unpaid fines/dues. Frieda Flint seconded. Motion carried.* Shannon to follow up to see if will handle liens on amounts under \$500. Sabrina to talk to Danielle about article for newsletter.

B. Plan for review of CC&Rs...tabled. Sabrina to talk to PLS about keeping Ph 6 CC&Rs same.

C. Plan for review of officer/committee responsibilities...tabled.

D. Possible neighborhood cleanup. Madelyn Skaug to get exact costs for dumpster from city.

E. Review of action items not yet discussed...tabled.

6. New Business

A. Resignation of Vice President/ACC Chair, Cris Skaug, received.

B. Three community members spoke to the Board about Board vacancies.

C. Benches for Top Lot. (See Parks & Trails above).

D. Process for handling complaints from homeowners. Tabled.

E. Process for filling Board positions and committee vacancies. Tabled.

F. Special Board Meeting to be held on September 8, 2005, at Clubhouse...6:30 p.m.

7. Adjournment. Meeting was adjourned at 8:21 p.m.