

SUNRISE PLACE HOMEOWNERS ASSOCIATION MEETING MINUTES

Minutes of: Board Meeting
Date of Meeting: Wednesday, April 8, 2015
Time of Meeting: 1800
Place of Meeting: Michelle Gorham's Home
3509 NE 80th Street
Vancouver, WA 98665

I. CALL TO ORDER:

President called meeting to order at 1810.

II. ATTENDEES:

Board members present were:
Michelle Gorham (President)
Megan Davis-Scott (Secretary)
Richard Amerman (Treasurer)

III. APPROVAL OF MINUTES OF PREVIOUS MEETING:

No previous meeting minutes to approve.

IV. NEW BUSINESS:

a. Landscaping Quotes

- i. Per amendment, HOA responsible for all front yard maintenance to include sprinklers. The following outlines suggested projects by Pagel Landscaping:

1. Replace tree at 3603 NE 80TH - \$120.00
 - a. Board unanimously passed motion to replace.
2. Install sod at various locations – max \$200.00
 - a. Board unanimously passed motion **not** to install.
Board to purchase grass seed/fertilizer and lay.
3. Replace irrigation controls at (5) locations - \$110.00 each
 - a. Board unanimously passed motion to replace all.
4. Apply bark dust for entire neighborhood – max \$1400.00
 - a. Board unanimously passed motion **not** to apply.
5. Total services approved for Pagel Landscaping - \$670.00
6. Consider neighborhood “walk about” by Board on a monthly basis.

b. Sunrise Water Authority

- i. Public hearing notification appears to have been received in error as company is based out of Happy Valley, Oregon. No action necessary.

c. Past Due Accounts

- i. Lien placed on (1) homeowner – 8014 NE 35th
- ii. Demand notices previously delivered for (3) homeowners – 3501 NE 80th, 3503 NE 80th and 3602 NE 80th
 - 1. Board unanimously passed motion to deliver final demand letter and send to collections if accounts are not brought current.
- iii. Board unanimously passed motion for standard past due process as follows:
 - 1. 3-months past due – 1st demand notification
 - 2. 4-months past due – final demand notification
 - 3. 5-months past due – to collections
- iv. Consider letter to all homeowners with positive reminder regarding dues to include standard past due process outlined above.
- v. Need to clarify with IWM – At what point are legal fees paid out when past due bill goes to collections?

d. Annual Meeting

- i. Board unanimously agreed to hold annual HOA meeting on Thursday, May14th @1800-1900 at Round Table Pizza-Vancouver Mall, 5016 NE Thurston Way, Vancouver, 98662. IWM to notify homeowners via May statements.
 - 1. Agenda topics suggested:
 - a. Budget
 - b. HOA Dues
 - c. Management Company Options
 - d. Parking
 - e. Bus Route
 - f. Board Elections – (will check with IWM)

e. Reserve Study

- i. Board to move forward with contract selection.

V. OLD BUSINESS:

No old business to discuss at this time.

VI. ADJOURN:

Meeting was adjourned at 1900.