

# Board Meeting of the Association of Unit Owners of Sunshine Creek Condominiums

**Date:** Monday, September 10, 2018  
**Location:** Sunshine Creek Clubhouse | 10680 SW Davies Road, Beaverton, OR 97008  
**Time:** 5:00 PM – 6:00 PM

## Board Officers & Members in Attendance:

- **Joel Day**, Chairman
- **Tammy, McCausland**, Secretary
- **Sheri Bacon**, Treasurer

## Homeowners in Attendance:

- Rob & Jan Hassell

**Call to Order:** The Regular Board Meeting of the Association of Unit Owners of Sunshine Creek Condominiums was Called to Order by the Chairman, Joel Day, at 5:12 PM.

## RESIDENT'S FORUM – 15 Minutes

Unit 44 Flooded as a result of forgetting to turn off the water on 9/7. Mess was swept into the breezeway and still remains.

Residents of Unit 8 parking over the line causing other cars to park over the line.

## AGENDA ITEMS

- **Dryer Vent Cleaning**
  - Management is finishing up dryer vent cleaning with the vendor. Owners who have not responded will be notified that they will be responsible for interior vent cleaning.
- **Pool Maintenance**
  - Covers to be ordered. Board Approved the purchase of Pool & Spa Covers in an Emergency Meeting in June. The decision was recorded in the July 2018 Meeting Minutes.
- **Building Envelope Inspection**
  - Board to consider the potential project scope and expense in order to make an educated decision.
- **Revised Parking Resolution**
  - Many Residents still need to put their parking stickers on their vehicles.
  - Some violation Notices were posted on vehicles this past month and some progress was made.
  - See Management Report.
  - Board to Approved.
- **Engagement Letters**
  - Engagement Letter from Schwindt & Company for SSCA's 2017 financial review.
  - Engagement Letter from IHDE CPA for SSCA's Audit. Board Approved.
  - AMS needs to recreate financials for 2017 from January to August as those were not available from the previous Property Manager. This is out of the scope of the Contract and is estimated additional cost is \$1200 to \$1500.
- **Tree Bids**
  - Tree removal and trim. Bid from Enstrom (See Management Report)
  - Board approves tree removal and trim of poplar trees that are leaning towards building 10640 as there is imminent threat of the trees falling due to weight and current leaning.
  - Board also approves trees throughout the community to be trimmed away from the buildings, including the tree by the clubhouse patio that overhangs the garage structures.
- **Compliance Program**
  - Board is to be receiving copies of the Compliance Report each month.
- **Office Printer.**
  - Last Month, the Board approved a budget of \$150 to replace the printer.
  - Printer was replaced for \$110.
- **Financials** – See Management Report.

## **Board Meeting of the Association of Unit Owners of Sunshine Creek Condominiums**

- 2019 Draft Budget. Board to adopt a new budget by October 1. Reserve Analyst (?) is proposing a significant increase. This is not consistent with the Reserve Study that was done in 2016. Board to have a budget meeting to discuss. Board has questions and concerns as to why we are so significantly over budget in many areas.

### **REVIEW / APPROVE RECORDED MINUTES**

- Approved as Recorded

**Meeting Adjourned:** There being no further business before the Board at this time, the meeting was adjourned at 5:55 PM.

### **NEXT BOARD MEETING – Budget Meeting**

**Date:** Monday, October 8, 2018

**Location:** Sunshine Creek Clubhouse | 10680 SW Davies Road, Beaverton, OR 97008

**Time:** 5:00 PM – 6:00 PM