

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

Date: Monday, January 14, 2019

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
- **Sue Lowry**, Vice-Chairman
- **Tammy, McCausland**, Secretary
- **Sheri Bacon**, Treasurer
- **Mike Grebenc**, Officer
- **Bob Mulkey**, Manager (AMS-NW)

Residents in Attendance:

- Sandra Timm, Unit #30
- Matt Philips, Unit #1
- Augie Glaab, Unit #50

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 5:00 PM.

RESIDENT'S FORUM – 15 Minutes

Exterior Light between Garage 3 & 4 dangling – Needs repair

Waste Management needs to be contacted to pick up garbage outside the dumpsters.

Annual Insurance – Declaration page needed for Homeowners

Odor coming from Unit 11 – Unit was in foreclosure and was purchased.

Exterior lights to 10660 remain on. They are supposed to turn off automatically. The sensor seems to not be working.

AGENDA ITEMS

- **Homeowner Communication**
 - Dryer vent issue in unit 12. Issue should be resolved now per vendor.
- **Reserve Transfer Directive**
 - Transfer funds to cover payment to Enstrom Landscaping for Tree Removal
– Board Action:
- **Landscape Rate Increase for 2019**
 - 3%
- **Amended Collection Resolution**
 - Resolution Amended to provide that Management fees are collectible. This will provide the HOA with the opportunity to receive reimbursement for management fees for time spent on collections.
 - Management fees have been consistently over budget with collection efforts being a contributing factor.
– Board Decision: Board unanimously approves amended resolution. To be signed within 48 hours.
- **Pool Maintenance**
 - Pool/Spa Covers – Spa (Hot Tub) cover installed by Orca Pacific. Pool cover was to be installed this week.
 - Pool/Spa Motor Replacement Quote – Quote from Orca Pacific to replace motor. \$566.55
– Board Decision: Board unanimously approves
 - Pool/Spa Re-Plastering – Quotes from Orca Pacific for re-plaster the pool and spa = \$18,460 (Waterline Tile Replacement NOT included) and from Pool & Spa Medic for \$19,620 (Waterline Tile Replacement included)
– Board Decision: Decision Tabled until next month
- **Building Envelope Inspection**
 - Board to consider the potential project scope and expense in order to make an educated decision.
– Board Decision: Board unanimously approved to have RDH perform the Building Envelope Inspection
- **Legal**
 - Squatters – The squatter is Unit 35 have been removed and the unit is for sale. ODSL has already received an offer.

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- From November 2018 Minutes: “The Board is not concerned with the length of time needed to sell the property so long as the ODSL will pay the monthly assessments until the property is sold.”
 - No Board Action Required
- **Water Leak**
 - City of Beaverton reported a possible water leak. American Leak detection determined the source of the leak on December 18, 2018. RESOLVED
 - Another water leak was detected by board members on December 30, 2018. Leak was repaired on December 31, 2018 by Portland Mechanical.
 - Both leaks associated with Building 10660 – Both leaks were fixed by Portland Mechanical
- **General Maintenance**
 - Light Fixture between Garages 3 & 4 is hanging loose. Needs repair.
 - Lamppost next to Garage 7 is out. Need electrician to look at it.
- **Compliance Program**
 - Compliance program to be Bi-Monthly for 2019 rather than monthly, per Budget Allocation.
- **Financials** – See Management Report.
 - Engagement Letter for 2017 Taxes to be filed.
 - Board Decision: Board approves
- **Annual Meeting**
 - Date: February 25, 2019
 - 2 Seats opening up:
 - Sheri Bacon’s term ends with the Annual Meeting
 - Tammy McCausland’s term ends with the Annual Meeting

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 6:16 PM.

NEXT BOARD MEETING – Annual Meeting

Date: Monday, February 25, 2019

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

Time: 5:00 PM – 7:00 PM