

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

Date: Monday, August 13, 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
- **Sue Lowry**, Vice Chairman
- **Bob Mulkey**, Manager

Homeowners in Attendance:

- Augie Glaab
- Rob & Jan Hassell
- Matt Philips
- Mike & Esther Grebence
- Mei Faith
- Sandra Timm

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 5:01 PM.

RESIDENT'S FORUM – 15 Minutes

- Rob Hassell mentioned seeing squatter moving some things out
- Parking of non-residents need to have parking passes.
- Request. To have minutes posted in clubhouse.
- Wood left in back between 35 & 38 needs to be disposed of.
- New pipe put into ground between 35 and 41.
- Unit 38 has exterior spigot leaks so it was turned off. Needs to be coordinated with Rob Hassell
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AGENDA ITEMS

- **Homeowner Communication**
 - See Management Report
 - Unit #2 requesting late fee be waived. Board agreed to have this fee waived
- **Memorandum of Action**
 - Board to Approve and Sign
- **Repairs/Maintenance**
 - Response from the remaining 20+ homeowners has been spotty.
 - Final Notice to go out to Homeowners requesting cooperation.
 - If notices are ignored, The homeowner is responsible for making sure the dryer vents are cleaned.
 - Homeowner's will need to provide proof that dryer vents were cleaned.
- **Pool Maintenance**
 - Covers to be ordered
 - Need to talk with ORCA regarding Chlorine Tablets and testing kit
 - Sign need for Phone is in clubhouse.
- **Building Envelope Inspection**
 - Attorney Patrick Foran of Landye Bennett Blumstein, LLC and Cody Clark of Charter Construction
 - Patrick presented project overview
 - Cody explained the process of an envelope inspection
 - Due to recurring leak issues on the property, Management recommends getting this study done.
 - Board to consider the potential project scope and expense in order to make an educated decision.
- **Parking Resolution**
 - Many Residents still need to put their parking stickers on their vehicles.
 - NEXT STEPS: notices to be put on cars giving them until the end of the month to comply.
- **Engagement Letter**

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

- Board agrees to engage with Hudspeth & Company, PC for 2018 & 2019 to perform our financial audit and tax preparation.
- **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 only aware of 1 Compliance walk in the last year, when we have been paying \$150 per month to have it done monthly.
- **Office Printer Needs to be replaced.**
 - Motion made to replace the printer.
 - Board approved a budget of \$150 to replace the printer.
- **Financials** – See Management Report.

Adjourn into special session as 5:55 pm into Executive Session

Reopen into general Session at 6:37 pm

- Board has unanimously approved to pursue legal action against Unit 35 for recovering lien.
- Board has unanimously agreed that all homeowners and residents must follow the rules and regulations. If a homeowner or resident doesn't agree with a rule or regulation, they must take appropriate steps towards getting the rule(s) changed, not just selectively chose what rules they will follow, or not follow.

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 6:58 PM.

NEXT HOA BOARD MEETING

Date: Monday, September 10, 2018

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

Time: 5:00 PM – 6:00 PM