

SUNSET SANDS COMMUNITY ASSOCIATION
MINUTES OF THE BOARD MEETING
MAY 19, 2012

PRESIDENT	Pam Reynolds	503-616-1249	pam@sunsetsands.org
VICE PRESIDENT	Tammy McBane	503-771-6144	tammy@sunsetsands.org
SECRETARY	Becky Andersen	360-665-2478	becky@sunsetsands.org
TREASURER	Rene Cook	360-665-0009	rene@sunsetsands.org
MAINTENANCE	Kristi Rainey	360-665-2789	kristi@sunsetsands.org
DEVELOPMENT	Wayne Frye	360-665-2989	wayne@sunsetsands.org
ENVIRONMENTAL	Don Haverkamp	206-552-3400	don@sunsetsands.org

PRESENT: Pam Reynolds, Tammy McBane, Becky Andersen, Rene Cook and Wayne Frye

ABSENT: Kristi Rainey and Don Haverkamp

MEMBERS PRESENT: 13

President Pam Reynolds called the meeting to order at 9:30 AM.

REPORTS FROM THE DIRECTORS

MINUTES: Due to an oversight, the minutes of the April meeting were not presented.

TREASURER: Copies of the Report were distributed in hard copy to those present at the meeting. Due to Rene Cook's absence at the last meeting, she presented reports for both February and March.

CHECKING ACCOUNT

INCOME:

Member Dues	1,125.00
House Contract Principal	680.74
Clubhouse Rental	200.00
Late Fee	250.50
Interest Income	<u>167.87</u>
Total Income:	\$2,438.61

EXPENSES:

Administration:	\$ 1,566.62
Maintenance:	2,216.72
Tax, Business	3,823.53
Utilities:	75.00
Utilities, Bus::	<u>974.96</u>
Total Expenses:	<u>\$ 8,656.83</u>
Net Income:	<u>\$ -6,218.22</u>

ASSETS

CURRENT ASSETS

Checking/Savings	
House Account	27,592.84
SSCA Checking	<u>36,395.20</u>
Total Checking/Savings	\$63,988.04
Accounts Receivable	
Membership Dues	5,943.00
Other Income	<u>1,143.00</u>
Total Accounts Receivable	\$ 7,086.00
Total Current Assets	<u>\$ 71,074.04</u>
Fixed Assets	
Capital Improvements	<u>21,744.99</u>
Total Fixed Assets	21,744.99
Other Assets	
Equipment	<u>196.92</u>
Total Other Assets	196.92
TOTAL ASSETS	<u>\$ 93,015.95</u>

LIABILITIES & EQUITY

EQUITY

Opening Balance Equity	56,718.57
Retained Earnings	29,261.56
Net Income	<u>7,035.82</u>
TOTAL EQUITY	\$93,015.95
TOTAL LIABILITIES & EQUITY	<u>\$93,015.95</u>

Becky Andersen made a motion to accept the Treasurer's report subject to audit. Tammy McBane seconded and the motion carried unanimously.

MAINTENANCE: Tammy McBane reported the following:

Bob Thompson performed the following in addition to regular duties:

- Security camera was stolen from the clubhouse exterior
- Tools for the caretaker's use will be purchased when they can be kept secure in the workshop -- Dennis McBane inspected the shop for possible places to break. He determined that the bars on the windows were inadequate and needed to be

replaced. Mr. McBane offered to build a metal brace to fit over the windows. He also suggested using a contractor box that can be bolted to the floor to store the tools. It was also suggested to use a metal storage closet, bolted to the floor and back wall to store the tools. The closet storage would also house large items such as chainsaws, gas cans etc. An inventory of all shop items will be inventoried for insurance purposes. It was also suggested that all items be inscribed or permanently marked with "Property of Sunset Sands".

Motion: Rene Cook made a motion to have Tammy and Dennis McBane research and purchase a tool storage cabinet not to exceed \$300. Becky Andersen seconded the motion and it carried unanimously.

Becky Andersen moved to accept the report, Pam Reynolds seconded and the motion carried unanimously.

DEVELOPMENT: Wayne Frye reported the following:

- No new proposals in the last month
- The Stone's property (two lots) on 224th were cleared and prepped for building
- Mr. Frye inspected the leaner trees at the Kellis property – approval was given to remove the trees
- Dispute regarding a retainer wall on 217th – Bob Thompson (retaining wall) and Scott Overdick (adjacent neighbor)
- The storage container on 211th is being removed this morning

Becky Andersen moved to accept the report, Tammy McBane seconded and the motion carried unanimously.

ENVIRONMENTAL: Don Haverkamp was absent and Pam Reynolds reported that Don had inspected the properties, there was nothing new to report and no new projects in the works. Pam Reynolds made a motion to accept the report, Tammy McBane seconded the motion and it carried unanimously.

CORRESPONDENCE

- E-mail dated May 18th from Becky Andersen to Lynda Layne regarding Ms. Layne's inquiring pertaining to "horses". Becky cited the section of the Covenants regarding animals stating that "no domestic animal, reptile or fowl of any kinds shall be kept, quartered or maintained in Sunset Sands at any time except that dogs, cats or other common household pets may be kept on a noncommercial scale."
- E-mail dated March 29 from Sam Jacobs, SSCA attorney, attaching memo regarding specific questions asked by SSCA Board members regarding SSCA lien assessments – priority over a mortgage lien on a lot, procedures, enforcement of the Covenants,

amending CC&Rs and Bylaws, shipping container, and barring renters from using the clubhouse.

- E-mail dated April 21st from Carol Kellis regarding leaner trees. [The e-mail was incomplete and therefore, it was unclear as to what Ms. Kellis wanted to do with the leaner trees.]
- E-mail dated April 23rd to cs.south@pacificpud.org regarding 217th & Birch Ocean Park “The previous owner to the first developed property in to our col-de-sac had power brought in and when PUD placed the transformer it is close to the center of the road. This is has become a safety issue and needs to be addressed. This transformer has been repeatedly struck by vehicles using the properties. The transformer need to be moved to the appropriate location on the property edge as stated in the county easement access. Please contact me and the board of Sunset Sands with the corrective plans on this.”
- E-mail dated April 23rd from Scot Overdick to the Board regarding easement encroachment. “I am asking that there be a review to the placement of the retaining structure placed on 217th Birch. Was there a review of this project by the “Development” board member? This structure is in the easement and does not allow for the drainage of the property as well. The retaining wall structure could cause undue water to flow to the property across the street. Easement agreement in place by the covenants of Sunset Sands state that no structures may be placed in easement and in addition to the 15-foot easement an additional 5-foot drainage easement can be necessary if drainage needs to be captured from runoff of property. I am concerned that if asphaltic concrete is placed on the neighboring property that it will cause erosion to the road and end up on my property. With the present changed sloping of the properties there will not be enough area for rainwater to settle and absorb into the sub-surface.

In addition to this the placement of retaining structure placed around transformer causes a safety hazard for unfamiliar persons who may enter the col-de-sac and hit the structure.

Please review the easement locations and permits for this structure.”

- E-mail dated April 26th from Wayne Frye to Scot Overdick regarding easement encroachment. Wayne explained in detail regarding common driveways and the placement of lot boundary pins. He indicated that he had not done a physical inspection to find the pins, but if Mr. Overdick’s measurements were correct and the white stripe Overdick painted in the middle of the road were correct, then Mr. Thompson had encroached the roadway.

With regard to the retaining wall around the electric box, it would appear the wall was built to protect it from being hit by vehicles and that it would be up to the PUD to move the box.

Wayne suggested that a meeting be arranged with Mr. Overdick, Pacific County Department of Community Development and representatives of the SSCA Board to review the situation.

- E-mail April 30th from Scot Overdick regarding easement encroachment. Evidently, Mr. Overdick believes that Bob Thompson has constructed a masonry wall that encroaches on the common roadway and surrounds the electric transformer. He also contends that since Mr. Thompson has had his driveway paved, the runoff will be directed at his lot, as well as that of the developed lot at the end of the cul-de-sac. He also believes that Mr. Thompson should have contacted not only SSCA, but also himself, for final approval of construction on Mr. Thompson's property. In his e-mail he stated: "I would defiantly like a meeting with the representatives you (Wayne Frye) mentioned and Bob to see how we can move forward on this." Mr. Overdick is also contacting Pacific County with his complaint.
- E-mail dated May 2nd from Lynda Layne inquiring as to the SSCA rules with regard to keeping a horse in Sunset Sands.
- E-mail dated May 8th from Wendy Manlow, First American Title Insurance Company requesting a statement of account for April A. DeSwart.

OLD BUSINESS

Security System:

It had been discussed at last month's meeting that a conversation be held with Long Beach Security regarding the stolen cameras. Although Andrew had not been contacted, the concerns for camera security are the front gate area, the parking area and the playground. Remote cameras can be utilized or trenches dug for hardwire. A great deal of discussion was held as to which was the Association should proceed with this issue. One of the suggestions was to purchase a motion detector to be placed inside the shop and would emit a very loud alarm.

NEW BUSINESS

Fines versus Liens:

In a discussion with attorney Sam Jacobs, the question was asked if the Association could charge a fine for CCR infractions as opposed to a lien. He indicated that it was, in fact, a good idea to impose a fine. He also said that the fine should be large enough to get noticed and to increase daily to avoid being overlooked.

New Laptop:

The old, donated computer (used for Association accounting) has finally met its limit.

Motion: Becky Andersen made a motion to replace the old computer with a new laptop. Tammy McBane seconded the motion and the motion carried.

Retaining Wall Issue:

The issue concerns a retaining wall built on the property owned by Bob Thompson. The adjacent neighbor, Scott Overdick, claims that wall was placed three feet outside Mr. Thompson's property line. Mr. Overdick's concern is that he believes he cannot turn his trailer on to his property because of the wall. There are three issues: 1) A separate wall that was put in to protect the power transformer; 2) The asphalt drive on the Thompson property; and, 3) The retaining wall placement. The issue is being handled by Pacific County and resolution is expected shortly.

Pam Reynolds moved to adjourn the meeting; Rene Cook seconded the motion, and the meeting was adjourned at 10:30 AM.

Respectfully submitted,

Becky Andersen
Secretary