

# Sunset West Maintenance Assoc. | MINUTES

February 10, 2016 | 7:00 pm | Meeting location West Valley Junior High Library

Meeting called by Don Schlaman, President

Note taker Vikki Gore, Executive Sec.

Website: [www.sunsetwest08.org/](http://www.sunsetwest08.org/)

## Attendees

Ashley Belles, Larry Gore, Vikki Gore, Karla Griffin, Jon Ison, Linda Ison, Copri LaCoursiere, Rene LaCoursiere, Sherri Moon, Mona Purcell, Suzanne Richings, Ramond Sanchez, Don Schlaman, Julie Schlaman, Larry Simpson, Debbie Suave, Brooke Turner, Sally Urvina, Anna Valencia

## AGENDA TOPICS

### Topic

### Action

#### Call to Order:

President Don Schlaman called the annual meeting of the SSWMA to order at 7:00 pm. Individual introductions were made by those present.

Yakima City Council: Holly Cousens, city council member, was present to discuss concerns surrounding the delays in placing a street light at the corner of 72<sup>nd</sup> and Mead. Neighbors discussed the difficulties in entering and leaving the neighborhood during peak hours at the schools, along with safety issues for children crossing 72<sup>nd</sup> Avenue. If the traffic light will be delayed, a four-way stop zone was requested. Jon Ison noted a grant received by the city to pay for the traffic light and sidewalks on Zier Road.

In addition to the traffic light, requests were made to investigate:

1. Completion of 75<sup>th</sup> Avenue through to Nob Hill Boulevard
2. Larger and brighter lights on the backside of the school zone signs for reduced speeds.

#### Review of Minutes, 2015:

The minutes of the 2015 annual meeting were distributed for individual review.

2015 Audit Report: The Audit Committee members (Sherri Moon, Jim Moon, Copri LaCoursiere, and Karla Griffin) were acknowledged. The annual audit of the financials was conducted on February 3 at the Executive Secretary's home. The committee concluded the bookkeeping was in order.

Financial Report: The 2015 financial report (attached) was reviewed. Highlights:

Carryover from 2014: \$ 2,340.00  
Income from dues: \$ 9,400.00  
Expenses: \$ 12, 555.00

There was also an additional \$200 received in late fees.

FY2016 Budget: The 2016 budget was outlined on the financial report (last column). Changes for 2016 include:

- Raise in dues proposed along with an assessment for those living on the perimeter to offset the arb replacement required.
- Replacement of many arbs is required. A review of the broken drip system and other issues was held. The directors are recommending replacement of 25 arbs in 2016 with the remainder to occur in 2017.
- The landscape technician position was not filled in 2015. A recommendation is to outsource this work to Green Baron.

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Holly Cousens will investigate the initial traffic study, the grant money, and other items presented. Ms. Cousens will report back through Jon Ison. If needed, a special meeting will be held to share the outcome. At a minimum, an update will be shared with the neighbors.

There being no revisions proposed, the minutes stand as printed.

Copri LaCoursiere MOVED to recommend the directors remove the special assessment and raise all dues to \$135 for 2016. The motion was seconded by Karla Griffin and unanimously carried. Neighbors will be given the option to pay dues in two payments and to donate additional monies towards arb replacement.

Topic	Action
<ul style="list-style-type: none"> <li>Outsourcing of the executive secretary duties for 2016 was presented. Vikki Gore is resigning. The officers are recommending the role go to Carol Wall.</li> </ul> <p>Discussion followed on the raise in dues and assessment.</p> <p><u>Calendar Dates:</u> The following dates were announced:</p> <ul style="list-style-type: none"> <li>Dues invoices will be mailed March 1; to be returned by March 31.</li> <li>Block sale date would be May 21. There is a need for a block sale coordinator.</li> </ul> <p><u>Election of Directors:</u> Julie and Don Schlaman are stepping off the board as directors. Two additional directors are needed.</p> <p><u>Volunteers for the 2016 Audit Committee:</u> The following individuals volunteered: Jim or Sheri Moon, Anna Valencia, Jorge Valencia, Debbie Suave, Sally Urvina, and Karla Griffin.</p> <p><u>Block Watch/Emails:</u> Jon Ison will continue providing block watch information through emails. Members are encouraged to provide your email address to be kept abreast of changes. Jon will disseminate a blind copy of the email to all on his list to keep everyone informed.</p> <p><u>Website:</u> The Association website is again operational. Additional items will be uploaded.</p> <p><u>Door Prizes:</u> A drawing was held with Don Schlaman and Debbie Suave winning \$20 gift certificates to Fred Meyer.</p> <p>Adjourn: There being no further business, the meeting adjourned at 7:52 pm. A Director's Meeting followed.</p> <p>Prepared by:</p> <p>Vikki Gore Executive Secretary</p>	<p>Copri LaCoursiere and Mona Purcell will coordinate the block sale.</p> <p>Copri and Rene LaCoursiere volunteered to serve as directors. The members unanimously support these nominations.</p> <p>Informational</p> <p>Vikki will include Jon's email with the mailing: <a href="mailto:Jonison8@charter.net">Jonison8@charter.net</a>.</p> <p>Agreed to start a Facebook page as well. Vikki Gore will generate a page.</p> <p>Informational</p> <p>Typed: 02/14/2016</p>

## Sunset West Maintenance Association

### Board of Directors meeting

February 10, 2016

8:00 pm

WV Junior High School Library

Present:

Absent:

R. Sanchez, 2014 – 2019

M. Purcell, 2013 - 2017

C. Lacoursiere, 2016 – 2021

R. Lacoursiere, 2016 - 2021

S. Richings, 2014 – 2019

V. Gore, Executive Secretary

Call to Order: The meeting was called to order at 8:00 pm.

Election of Officers: Officers for 2016 need to be selected.

President: Raymond Sanchez

Vice-President: Renee Lacoursiere

Secretary: Copri Lacoursiere

Director: Suzanne Richings

Director: Mona Purcell

Dues, 2016: The Association has recommended raising dues to all homeowners for a total of \$135, allowing payments over March and April. Raymond Sanchez MOVED to approve the raise in dues to \$135. The motion was seconded and unanimously carried. Neighbors will be asked to donate additional funds toward the arborvitae replacement.

Traffic light: Copri offered to take a video tape of the traffic issues on Mead/72<sup>nd</sup> to support the need for a traffic light. The video will be emailed to Holly Cousens, Yakima City Council.

The meeting adjourned at 8:10 pm.

Submitted by:

Vikki Gore, Executive Secretary