

Sunset Cove Homeowners Association
Monthly Board of Directors Meeting
~~April 26, 2018~~ May 2, 2018
~~Meeting Room of the Anacortes Library~~ Home of Alan Hanson

MINUTES

Attending: Mike Freeman, Ken Goodwin, Kim Graf, Alan Hanson, and Tisa Kniskern.

Absent: Lavon Fisher.

Members Present: Paul Allen and Jackie Etsell.

1. Call to Order:

This make-up meeting for the previously cancelled April 26 meeting was called to order by Alan Hanson at 7:00 p.m. Jackie Etsell was appointed interim secretary during Lavon Fisher's absence.

2. Meeting Minutes:

The minutes from the February meeting had been circulated electronically; approved as written.

3. Finance/Budget Report:

Tisa Kniskern reported that the January end-of-the-month balance was \$9,630.41. With expenses of \$1,362.40 in February and \$717.10 in March, total expenses were \$2079.50. Receivables included \$21,000.00 in assessments and \$30.00 from an insurance rebate, bringing the March month-end total balance to \$28,580.91. The savings account balance as of March 31 was \$5,708.93 and the certificate of deposit was \$4,142.21. The finance report was approved by the Board.

4. Committee Reports:

4a. Architectural Review Committee: Ken Goodwin reported that construction has begun and rapidly progressing on WPE Lot 19: the foundation is in, sub-flooring is going in; and the rock wall on the north side of the lot is almost done.

4b. Landscape Committee: Kim Graf reported on her committee's very busy couple of months:

- Mowing letters were sent out to all vacant lot owners.
- Letters were sent to two homeowners' who have trees down in the strips between the sidewalk and the street.
- The irrigation notice was sent to interested homeowners, and 12 have signed up for some type of backflow testing and/or service with Everflow. The actual date will be set by them; they will also handle the billing.
- WASHINGTON BOULEVARD MEDIAN PROJECT: The committee met for a walk-through of the Boulevard medians, the Washington and Sundown Court Islands, as well as the Observation Avenue Trail and Dog-Leg. After much discussion and research, three bids were received for the projects (from Choice, ProScapes, and Simply Yards), after Paul Allen conducted walk-throughs with each company rep (so they all got the same information). Parameters in the Boulevard Project included no

irrigation; not a re-design but more of an extensive re-freshing; lighting not specifically included at this time, but some accent lighting to be added later; and specific drought-resistant and deer-resistant plants to be decided as planting schedules allow. The maximum assessment was set at \$400.00 with any extra going toward contingencies, future accent lighting, periodic water trucks, if needed, and future work on the Boulevard medians only.

- Ø A motion was made to accept the option provided by Simply Yards, with a one-time assessment of \$400.00 for each lot/unit, with the information and ballot sent out by U.S. mail by May 21 and due by the June 21 meeting. A notice/invoice will be sent out after the June 21 meeting, with the assessment to be payable by August 31, 2018. Seconded and unanimously approved.
- The Washington Court and Sundown Court circles were also discussed, as dead and dying plants need to be removed, rocks installed or replaced, and mulching updated. Simply Yards was approved for the work, for \$4,200.00 and \$1,895.00, respectively, from the 2018 budget.
- Repair and maintenance of the gazebo, to include cleaning and staining/oiling the roof (which should be “good” for five years) – by EL Painting for \$600.00 plus tax – was approved, also out of the current budget. Simply Yards will also be removing the dead tree by the gazebo.
- Updates to the Observation Avenue Trail and Dog-Leg will be postponed to 2019; work would have included primarily plantings along the fence line.
- LIGHTING: Mike Freeman reported on what he discovered with PSE, and that is that each light costs \$9,700.00 to put in. Way too expensive, so we will need to check out low-voltage lighting along with the potential accent lighting. He also mentioned a couple other lighting experts that the committee may want to consult.

4c. Publicity Committee: Jackie Etsell reported that she has been in contact with Dan Worra regarding the newsletter, and he will be doing the next one. She will be getting out the current newsletter this weekend, and it will include an overview of the Washington Boulevard Median Project as well as an invitation to a Neighborhood Happy Hour, which Mike graciously agreed to check into the possibility of Doe Run hosting the space. It would be a “bring your own” whatever as in past year’s.

5. Old Business:

5a. Guemes Channel Trail: After the City Council meeting in late February, most of the attention currently is about the Ships’ Harbor Wetlands and how the Trail will be avoiding that or going right through it. No action has been specified for the SCHOA buffers, yet.

6. New Business:

6a. SCHOA By-Laws: Paul Allen brought up that it has been over eight years since the By-Laws were last revised, and there have been many changes to our organization since then so it might be time to officially take another look. Tabled after a brief discussion.

7. The **next meeting** is scheduled for Thursday, June 21, 2018 at 7:00 at the library.

The meeting was **adjourned** at 8:24 p.m.

Respectfully submitted,
Jackie Etsell,
Acting Secretary