

Sunset Cove Homeowners Association
Board of Directors Meeting
April 22, 2023
Zoom Meeting

Minutes

Attending: Doug Berard, Dawn Bachmann, Claire Colson, Annie Hayes, and Lori Campbell

Absent: Kathy Edmonds

Members Present: Leslie Okerman, Gabrielle Thurman, Paul Allen, Connie and Mike Russell, Amy and Chris Schnabel, and Kim and Jeff Graf,

1. Call to order:

The meeting was called to order by Doug Berard at 9:00 am.

2. Meeting Minutes:

The February meeting minutes had been circulated electronically and were approved as written.

3. Finance Report:

Dawn Bachmann presented the end of April financial statement. YTD total income is \$25,860 as all dues have been collected as well as \$60 in late fees. YTD expenses are \$6,012.04 showing us ahead because of lower landscape maintenance costs recorded so far. As of 4/22/23 the checking account has \$23,883.58. The reserve account has \$29,351.91 of unallocated funds and \$7,142.27 in the Washington Blvd. Median Project.

4. Committee Reports

4a. Architectural Review Committee:

Annie Hayes reported that all of the homes that were being built along Washington Blvd. have been completed. She received an email from the purchaser of SCE 6 stating that he is working on his plans and will submit them soon. He wants to make sure he doesn't obstruct anyone's view.

4b. Landscape Committee:

Doug discussed the Buffer Zone Tree Modification Guideline that was developed with the assistance of Paul Allen, Steve Krippner and Kim Graf. The policy regards the viewshed trees in Tract A as well as trees in Tracts B, C, and D that are a danger to humans or property.

Guidelines include the following:

- § Any tree modification must be approved by the board.
- § Modification must reflect the recommendations of a certified arborist.
- § Regarding view issues, all impacted homeowners will have an opportunity to view photos/drawings of the tree and the modifications planned. The board will consider all impacted homeowners' opinions before making a final decision.

The board voted unanimously to adopt the guidelines. Please note that this is a guideline only and should there be any unintended negative consequences, they will be dealt with promptly by the board.

There was discussion at the February meeting regarding the landscape lighting along Washington Blvd. It was hoped that we could finish the project started in the southern-most planting area. Paul Allen and Claire Colson got three bids, with ProScapes being the lowest at \$10,700. We have \$7,100 in the Washington Blvd. reserve fund so we would need to take approximately \$3,600 from the unallocated reserve fund. After discussion, the board voted unanimously to approve the project.

Doug discussed the maintenance of the Observation Ave. detention pond. The HOA is responsible for the upkeep and it must be done this summer. There is already \$3000 budgeted based on a prior estimate, but Claire will get new estimates so we can move forward.

Washington Court refresh: Claire Colson and Kim Graf walked the planting area to get a sense of what is needed. We will need to get it cleaned up so we can plan for improvements. The irrigation system may need considerable work. It was suggested that we get bids from ProScapes as well as other landscapers and perhaps look at presenting various levels of the project depending on available funding.

Irrigation start-up and backflow testing should be done in the next week or so.

BPA has cleaned out the spurge on their side of the property.

4c. Publicity Committee:

No report

5. Old Business:

Doug investigated whether the HOA should have a reserve study done. It was determined that we don't have enough property to warrant one. We should, however, take a look at our reserve fund, which is quite low considering our expenses. Based on

our future funding needs we may well need to consider a dues increase. Compared to other HOAs in the area, our dues are quite low.

SCE 1: As to the discussion regarding responsibility of the corner of the property, Dawn spoke with the new owners and they will maintain the slope from their property and ProScapes will maintain the grasses.

6. New Business:

Gabrielle Thurman spoke as a representative of the Crest Condominium Board regarding a view easement issue. According to Gabrielle there has been a "gentleman's agreement" concerning trees and shrubs on SCE properties 1-4 that impact the views from the 1st floor of the Crest condominiums. The owners of those properties have worked together to maintain the plantings to minimize the view blockage. The Crest owners would like a permanent resolution to maintain a view easement for those properties. At this time there are no regulations in the CC&Rs pertaining to view easements, with the only height restrictions being for buildings. Doug Berard will meet with all interested parties to walk the area to determine a possible solution.

There is a concern that dead trees and foliage in the Crest/Doe Run areas as well as Observation Ave. present a fire danger and need to be cleaned up. Much of this area belongs to The WWU facility but all buffer zone areas need to be cleaned. It was suggested that Signature Trees might be able to do that but we will need bids.

7. Upcoming Meetings: The next meeting is scheduled for June 24, 2023 at 9:00 am, place TBD
The meeting was adjourned at 10:15 am.

Respectfully submitted,

Lori Campbell, Secretary