

Sunset Cove Homeowners Association
Monthly Board of Directors Meeting
February 17, 2024
Zoom Meeting

Minutes

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

Absent: Kathy Edmonds and Dawn Bachmann

Members Present: None

1. Call to order:

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

Board members for 2024 are as follows:

President: Doug Berard

Vice-president: Kathy Edmonds

Secretary: Lori Campbell

Treasurer: Dawn Bachmann

Architectural Committee: Annie Hayes

Landscape Committee: Claire Colson

Publicity: Group

2. Meeting Minutes:

The minutes from the annual meeting have been delayed and will be circulated by email soon.

3. Finance Report:

Doug presented the financial report for Dawn Bachmann. Dues of \$31,600 have been collected. There are six members who have yet to pay and Dawn has sent reminders to those homeowners.

We are on budget for expenditures this year. The balance in checking as of February 17th is \$33,403.24 and the reserve account balance is \$24,945.55.

The month end report with updated expenses and dues received will be posted to the website on February 29th.

Doug presented a report from Dawn regarding the Department of Natural Resources forest perimeter project. The DNR crew was focused on the area along Tract C at this point. Several trees were pruned or removed from the Doe Run HOA property and six trees were removed from the SCHOA buffer zone. DNR will return later to trim the brush in the SCHOA buffer zone. The SCHOA will be on the list for a similar project on Tract D next year. The only expense to us was \$743.67 for the rental of a chipper and gas. Dawn asked that the SCHOA split the cost with Doe Run. The Board voted to pay 50% of the cost or approximately \$375.

4. Committee Reports

4a. Architectural Review Committee:

SCE 6 is under construction and moving very slowly. There is a for sale sign but it is not listed with a realtor.

4b. Landscape Committee:

Claire Colson reported on landscape activity. She has been working on several projects, including the street tree test, phase 2 of the Washington Ct. refresh and a planned buffer zone assessment. Claire also got several bids for maintenance, with ProScapes being the lowest. The HOA will continue with ProScapes with an increase of 7% over last year.

A buffer zone assessment was done several years ago along Tracts D and C. Four dangerous trees were cut down at that time. It is time to reassess several trees in that area. Urban Forest did the last assessment and will return to do the follow-up. The Board voted to authorize the assessment and \$2500 has already been budgeted for the project this year. Since the SCHOA buffer Zone shares its border with WWU property, Dawn and Doug have been in contact with Derek Smith from the WWU Shannon Point facility regarding the planned reassessment.

Phase one of the Washington Ct. refresh (clean-up) was completed in 2023. The Board voted to approve phase two of the project to be completed in the next month or so by Javier of From Dust to Beauty. He will charge \$6200 to remove the dead plants and do a thorough clean-up of remaining planting areas to be ready for whatever changes/planting will be done in phase three in 2025.

The Washington Blvd street tree project will be done in three phases. The Board voted to authorize phase one which includes the location of the trees and soil testing in those areas to help determine which trees might be suitable. This phase has been budgeted for \$2300. The next phases (selecting trees and planting them) will be discussed at a future meeting.

4c. Publicity Committee:

No report

5. Old Business:

None

6. New Business:

None

7. Upcoming Meetings: The next meeting is scheduled for April 20, 2024 at 9:00 am.

The meeting was adjourned at 9:36 am.

Respectfully submitted,

Lori Campbell, Secretary