

Sunset Cove Homeowners Association
Board of Directors Meeting
June 2020
Meeting held via email

Minutes

Due to the Covid-19 pandemic, it was agreed that the meeting would take place electronically. All board members submitted their reports via email.

Participating board members: Gabrielle Thurman, Jackie Etsell, Steve Krippner, Ken Goodwin, Dawn Bachmann, and Lori Campbell.

1. Meeting Minutes:

The minutes from the April meeting were circulated by email and approved as written.

2. Finance Report:

The April/May financial report was submitted by Jackie Etsell. As of April 1, 2020, the balance for the checking account was \$49,065.57 with \$15,384.10 earmarked for the Washington Blvd. Median Project. Expenses for April were \$75.21 and for May were \$1,209.56. Credits received for April and May were zero, leaving a balance of \$47,780.80 on May 31, 2020. The savings account balance as of May 31, 2020 was \$5,712.44 and the CD balance was \$4,165.73. Jackie also mentioned that the water bill for June was very high, especially for the Sundown Court median. Perhaps Steve could check it out. The report was approved by email.

3. Committee Reports:

3a. Architectural Review Committee:

Ken Goodwin reported that the Blackwoods have their occupancy permit and the Colsons are moving forward with construction.

3b. Landscape Committee:

Steve Krippner reported that there were no landscape related expenses due to work stoppages related to the pandemic. With Phase 2, Simply Yards is back up and running, so ongoing HOA related maintenance has resumed. The mowing maintenance of vacant lots have also been impacted by the pandemic and related slow-downs in work crews. All mowing should be completed soon.

A dead and snapped cedar tree was removed from the HOA natural buffer behind the Gardens Townhomes. Most of the Scots broom in that area was removed as well. The invoice is pending.

The two benches in the Sundown Court median will be cleaned, sanded, and treated this week by Fresh Local Color. Steve checked on the irrigation system in that area and reduced the amount of time that one of the zones was running.

There was some confusion as to who is responsible for the maintenance of a patch of lawn between SCE1 and the common area along Observation Drive. The landscape committee met with the owner to clarify the issue and a Memorandum of Understanding was signed. Documentation of that agreement is in the records.

The bid from Simply Yards to maintain the storm water pond across from Washington Park was pretty high so we'll wait. Also, the City mowed the parking strip by Washington Park, so for now it looks fine. When the ponds are thoroughly dry, it would be consistent with County guidelines to remove brush and at least the fast-growing red alders from the ponds. Steve will get additional bids for this work and hopes to accomplish it before the Fall rains come back.

At a later date, the Board approved an expense of \$543.50 to Signature Tree Service to trim some trees along the SCHOA Pathway that overhang lot SCE18. The owners of lot WPE17 received approval to have their side of one of the trees trimmed at their expense at the same time.

3c. Publicity Committee:

Jackie Etsell has offered to do a quick newsletter which will be emailed and posted to the website.

4. Old Business:

A request was made by a homeowner that the Board look into a chicken being kept in a neighbor's yard. After reviewing the CC&Rs, a letter was sent to the owners of the chicken advising them that farm animals are not allowed. The chicken has been removed.

5. New Business:

The Board has discussed various options regarding upcoming meetings. As we are still in Stage 2 of reopening, it was decided that for now we will continue with electronic meetings of some sort. Possibilities include email, conference phone calls, or Zoom.

6. Upcoming Meeting:

To be determined

Respectfully submitted,

Lori Campbell, Secretary