

Sunset Cove Homeowners Association

Bi-Monthly Board of Directors Meeting

October 29, 2019

Meeting Room at the Anacortes Library

MINUTES

Attending: Jackie Etsell, Mike Freeman, Ken Goodwin, Kim Graf, Tisa Kniskern, and Gabrielle Thurman.

Guests: from the City of Anacortes, Diane Hennebert, Sandi Andersen, and Bill Larsen; and from Simply Yards, Jennifer Aase.

Members Present: Paul Allen, Barbara Ballentine, Bill Ballentine, Bev Bothel, Marc Bothel, Alan Hansen, Alison Hill, Marianne Nash, Linda Telles, Ron Telles, Jean Warner, Carrie Worra, and Joyce Young.

1. **Call to Order:**

Meeting was called to order at 7:00 pm by Ken Goodwin.

New members Marc and Bev Bothel from the Crest were introduced by Gabrielle Thurman.

2. **Meeting Minutes:**

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

3. **Finance/Budget Report:**

Jackie Etsell reported that the August beginning-of-the-month balance was \$39,288.56. With expenses in August of \$985.58 and in September of \$1,038.12, the ending balance was \$37,264.86. The savings account balance as of September 30, 2019 was \$5,711.50 and the certificate of deposit was \$4,152.10. The finance report was approved by the Board.

4. **Committee Reports:**

4a. Architectural Review Committee: Mike Freeman reported no new actions in the past two months. He is still waiting for the plans for the Little Library at WPE Lot 1.

4b. Landscape Committee:

Washington Boulevard Tree Trimming: Kim Graf introduced the representatives from the City of Anacortes (Bill Larsen, Street Manager, Sandy Anderson, Operations Manager and Diane Hennebert, Storm Water Manager) and Simply Yards (Jennifer Aase), who were in attendance to discuss in more detail the City's prior request that the trees along Washington Boulevard, from Sunset Avenue to Observation Avenue, be trimmed to accommodate the City street sweeper.

The City remarked that the trees have grown and are interfering with the sweeper being able to service our neighborhood. The City reminded residents that they have the legal right to trim the trees in order to maintain the streets. Our streets will not be serviced until the trees are trimmed, which may cause issues with storm drains backing up and possible flooding of streets. If the residents do not respond to the City's request to trim the trees along Washington Boulevard and Observation Avenue, residents are at risk of the City coming to trim the trees. The City will NOT use an arborist to trim the trees, therefore leaving the trees at risk of being damaged and possible loss.

Discussion ensued. The City's sweeping map/schedule isn't published because it varies and changes too much. They try to get through all the streets in Anacortes every three months. Diane Hennebert talked about stormwater program. Jennifer talked about why each tree needed to be trimmed to meet the standard for the street sweeper.

In response to the discussion, the Landscape Committee suggested the following arrangements with Simply Yards, to offer a discounted rate to trim the trees:

- Trees will be trimmed by professional arborist
- Price, \$42 per tree, includes street and sidewalk pruning only. No canopy pruning.
- Pruning to be done in dormant season (December or January)

- Residents will be directly invoiced by Simply Yards for service completed

The Landscape Committee encourages ALL residents to respond to the City's request and trim their trees. The landscaped medians and tree-lined streets are truly an asset to our community. Kim will organize and tally who would like to be included in the Simply Yards proposal; residents may also choose to complete the trimming themselves or set up service with the company of their choice.

Discussion on Tract A/Tract D tree trimming: Tract D on the north side of Sunset Cove Estates, the Crest, The Gardens, and Doe Run is not deemed a view corridor as Tract A is. The Nelson's requested to do some skirting on trees along Tract A at their expense. The Board agreed for the Nelson's to remove three small trees. On Tract D, a large tree had fallen and damaged the Nelson's gutter, so they asked to have the tree removed because it was leaning and most likely would fall further eventually. The work done along Tract D was at Nelson's expense.

Kim stated that we need to have a policy on tree trimming along Tract D and Tract B that would answer the question of what we do when someone requests work on trees that are not indicated as "danger trees." We need to be able to respond consistently to these questions/requests. Before January, Kim will try to convene the Community Buffer Committee to address solutions to all HOA tree trimming requests, including by those who may want to improve their views.

Irrigation: The residential winterization was completed by Choice Landscaping on October 28th. Simply Yards will winterize the HOA system during the scheduled November service.

4c. Publicity Committee: Gabrielle Thurman reported that we had around 40 attendees at the September 8th HOA get together at Doe Run. Mike Freeman was thanked for hosting this successful event.

5. Old Business:

5a. Update on Guemes Trail – nothing new to report.

5b. Jean Warner expressed concern over deep tire tracks she saw in the fire lane on Observation Avenue, which is closed to traffic. She will follow up with the City.

5c. Paul Allen noted that a letter he sent to the Board in August never garnered a response; what was the deal? After a brief discussion, we decided that in the future, every email will be responded to, ideally within 24 hours.

6. New Business

- Audit Committee, comprised of Jackie, Gabrielle, and Tisa, will meet before the November budget meeting.

- Budget meeting will be held November 18, 7:00 pm at Mike Freeman's home.

- We are looking to fill three seats on the HOA board for 2020. Jackie has three potential nominees who may be willing to take the places of those leaving. She suggested that we invite the candidates to attend our budget meeting in November, in order to give them some insight on how the board functions. All agreed and Jackie will invite them.

7. **Next meeting** is the Annual Membership HOA Meeting – Saturday, January 25th, 2:30 to 4:30pm, at the library (updated).

Adjourned at 8:06 pm.

Respectfully submitted,

Tisa Kniskern, Secretary