

Sunset Cove Homeowners Association

Q1 Committee Notes



2022 SCHOA Board Meeting Dates-Committee Chair Updates



2022 SCHOA Board Meeting Schedule-Zoom Format

- Ø January 25th, 2022-Annual meeting
- Ø February 19th, 2022-Bi/monthly meeting
- Ø April 23rd, 2022-Bi/monthly meeting
- Ø June 25th, 2022-Bi/monthly meeting
- Ø August 27th, 2022-Bi/monthly meeting
- Ø October 15th, 2022-Bi/monthly meeting
- Ø November 12th, 2022-Financial review
- Ø January 24th, 2023, 7pm-Annual meeting (anticipated date and time)

NOTE: Bi-monthly meeting dates and times are finalized
2 months in advance and posted on the SCHOA website



Treasurer Update

- Ø The 2022 budget was distributed in the annual mailing in December and was voted on by return mail of the ballots.
 - The vote to approve the 2022 budget was unanimous
- Ø For the year ending December 31st 2021 we went over the projected budget by a small margin due in part to the following:
 - Tree assessment
 - Sundown Court refresh
 - Additional landscaping
 - Legal fees
- Ø The budget for 2022 is balanced with the transfer of \$1,000 from the reserve account to cover anticipated legal fees.
- Ø A tracking mechanism to track disbursements has been implemented to track funds allotted to various projects such as the WA BLVD refresh and tree replacement project along with other scheduled projects for 2022 and beyond.



2022 SCHOA Board Meeting Dates-Committee Chair Updates



Treasurer Update-Cont'd

- Ø Total assets on hand as of January 1st, 2022 are \$43,756.67.
- Ø The Board is researching options to improve the ease of use of our aging mailboxes. Problems exist with the locking mechanisms on both sides of the box(s). We are currently researching options to repair and or replace the existing boxes. As we finalize our plans we'll keep the owner group in the loop.
- Ø SCHOA resident directories under the password protected portion of our website are now being updated monthly. Please forward any corrections to Dawn Bachmann, Treasurer at board@sunsetcove.org.
- Ø The creation of our 5 year plan is well underway. We are creating a procedure manual and calendar of events for SCHOA financial management. Reporting and processes are being automated to streamline the treasurer workload for future boards.

Dawn Bachmann Treasurer



Landscape Committee Update

- Ø The landscape committee has solicited maintenance bids from a number of local landscapers. After the due diligence review of the quotes was completed we awarded the 2022 business to ProScapes. Paul Allen assisted Steve Krippner in the process.
- Ø In the landscape maintenance quote/bid process Steve and Paul assembled a map of Sunset Cove outlining each area with specific tasks and expectations. This levels the playing field going forward with the checks and balances in place to monitor the quality of service we receive from our new landscape maintenance supplier i.e. ProScapes.
- Ø The native plant list will be placed on the website soon. Steve and Linda Krippner have assembled the list based on WA State guidelines along with a nuanced approach to our immediate area.

Steve Krippner Landscape Committee Chair



2022 SCHOA Board Meeting Dates-Committee Chair Updates



Architectural Review Committee Update

- Ø Sunset Cove Construction Update.
 - Lot #SCE6 plans are being revised and will be resubmitted
 - Lot #WPE6 broke ground the week of 10-4-2021
 - Lot #WPE9 plans have been approved by ARC
 - Lot #WPE17 construction completed
 - Lot #WPE28 construction completed
 - Lot #WPE27 construction not started
- Ø For more information regarding the Architectural Review Committee (ARC) and its function can be found in the CC&Rs section III through VI.
 - Section III- Architectural Review Committee overview
 - Section IV-Approval Requirements
 - Section V-Building Restrictions
 - Section VI-Land Use Restrictions

Annie Hayes ARC Committee Chair



Publicity Committee Update

- Ø Our quarterly newsletter will continue as usual leveraging information from the SCHOA, Skagit County, San Juan Islands, and Anacortes.
 - Publication dates
 - ü First Quarter 2022, Friday March 1st
 - ü Second Quarter 2022, Friday June 17th
 - ü Third Quarter 2022, Friday September 16th
 - ü Fourth Quarter 2022, Friday December 16th
- Ø Until the pandemic is at a point where medium to large group functions are the norm again we don't anticipate scheduling a large group function.
 - Smaller casual get togethers are at the owner's discretion
 - Jackie Etsell has party supplies available when the time comes that we can meet as a larger group

SCHOA Board

