

Sunset Cove Homeowners Association
Monthly Board of Directors Meeting
February 20, 2021
Zoom Meeting #820 8813 0297
Minutes

Attending: Doug Berard, Dawn Bachmann, Annie Hayes, Dan Allawatt, Steve Krippner and Lori Campbell

Members Present: Jackie and Rick Etsell

1. Call to order:

The meeting was called to order by Doug Berard at 10:00 am

2. Meeting Minutes:

The minutes of the January 23, 2021 Annual Meeting as well as the January 26, 2021 organizational meeting had been circulated electronically and were approved as submitted.

3. Finance Report:

Dawn Bachmann presented the year to date budget tracking through February 20, 2021 as well as a monthly report for January from Jackie Etsell. Income so far this year is \$25,600 with outstanding HOA dues from 2 parcels. Reminder emails have been sent. As of January 31, 2021, the balance for the checking account was \$52,463.97 with \$12,609.48 earmarked for the Washington Blvd. median project. The savings account had \$9,712.87 and the CD balance was \$4175.61. Jackie Etsell clarified that the CD was not earmarked for anything particular and was purchased many years ago when interest rates were higher. The updated February report shows additional income from annual dues of \$300 and an ending balance of \$55,376.75 in the checking account.

Dawn is updating some of the financial records with an Excel spreadsheet to make it easier to keep track of spending trends, etc. Doug suggested that we look into separate accounts for some of the landscape projects to keep the working capital apart from the long-term capital. Dawn will make recommendations at the next board meeting as to how to implement that.

One property owner has refused to pay his HOA annual dues. Dawn has sent several email reminders. Legal action against him will be expensive so it was decided that Doug will compose a letter to be sent by certified mail on behalf of the board. Because of COVID restrictions we may not be able to proceed any further at this time.

4. Committee Reports:

4a. Architectural Review Committee:

Annie Hayes reported that WPE 28 has begun construction. SCE 6 and WPE 6 are in the permitting process as of February 1. Annie clarified that WPE 27 and 28 have an exemption and do not have to share a driveway. The owners of WPE 6 are aware that they do have to share a driveway with WPE 5 and are fine with that.

4b. Landscape Committee:

Steve Krippner presented a detailed review of upcoming landscape projects. The first was the Sundown Court refresh. After creating a concise scoping document, he has received a bid of \$6018 from Simply Yards. He is waiting for a bid from Dust to Beauty which should come soon. There has also been a request that we consider adding some permanent structures such as a picnic table or a gazebo to that area. Steve will look into costs for those items before we make any decision.

The HOA is responsible for the trees, and any damage they might cause, in the buffer areas around the development. It has been over 5 years since the last partial survey was done. Steve got an estimate for a complete assessment to be done by Urban Forestry Services for \$2759. The board voted to approve this expense.

Sunset Cove is also responsible for two storm ponds which have been neglected for many years. Steve has received estimates of \$300 for the Sunset Ave. pond and \$2200 for the Observation Ave. pond to bring them into compliance. We will vote on the Sunset Ave. pond (\$300) in April and go forward with that as soon as possible. It was decided that we would reassess the Observation Drive pond in June after perhaps getting another estimate. The maintenance will have to be done soon, however, before possible damage could make the project much more expensive.

The Sunset Cove HOA is responsible for all plantings along Washington Blvd., including the trees along the parking strips. Work has been done in the medians to refresh the plantings. There have also been discussions over the past couple of years as to what can be done about the trees. After much discussion, it was decided that Steve will do some research on costs for the April meeting. At that point Steve, Doug and Dawn will work on a 5-year plan for the entire development to be presented to the membership at a future meeting. This will include what has been done so far, as well as future plans for all planting areas.

4c. Publicity Committee:

As there is no chairperson, this committee will be handled by the board as necessary. We will discuss the newsletter in April to see if that can be simplified. Until further notice there will be no SCHOA sponsored get togethers.

4d. Nominating Committee:

This will be handled by the entire board as was done during the January 26, 2021 meeting.

5. Old Business:

None

6. New Business:

None

7. Upcoming Meetings: The next meeting is scheduled for April 24, 2021 at 10:00 am.

Dawn will send a Zoom invitation to board members prior to the meeting and it will be posted on the SCHOA website.

The meeting was adjourned at 11:33 am.

Respectfully submitted,

Lori Campbell, Secretary