

Sunset Cove Development Homeowners Association  
Annual Meeting  
January 25, 2022  
Zoom Meeting

Minutes

Board Members Attending: Doug Berard - President, Daniel Allawatt – Vice-president, Lori Campbell - Secretary, Dawn Bachmann - Treasurer, Steve Krippner - Landscape chair and Annie Hayes – Architectural committee chair.

Absent: None

Members Present: There were 27 logins on the Zoom platform. As there were many couples using the same device it is estimated that the attendance was approximately 48 members.

1. Call to order:

The meeting was called to order by Doug Berard 7:03 pm. Because of the pandemic, all HOA meetings for the foreseeable future will be conducted by Zoom. Future meetings will be posted on the Sunset Cove website.

- Introduction of 2021 directors and officers: The above listed board members were introduced
- Number of returned ballots: There were 71 ballots returned by mail.
- Election of new directors: Doug welcomed the new and returning HOA board members who had been elected by mail-in ballot.
  - Steve Krippner from Washington Park Estates
  - Dawn Bachmann from Doe Run
  - Jean Warner from The Gardens
- Steve and Dawn have agreed to stay on the Board for an additional year to finish the five-year plan. With the election of Jean Warner to a two-year term, Lori Campbell will be retiring as Secretary. Doug thanked her for a job well done. Doug also recognized Rick Etsell for the work he does in maintaining the HOA website.

2. Budget Report: Dawn Bachmmann

The 2022 Budget had been distributed in the packet mailed in December and was voted on by return mail. All ballots returned voted to approve the budget. Dawn discussed the 2021 actual income and expenses as well as the 2022 proposed budget. We went slightly over budget because of some unexpected expenses this year which were approved by the Board. Those included a tree assessment, the Sundown Court refresh, additional landscaping costs, and legal fees.

The budget for 2022 is balanced with the transfer of \$1000 from the reserve account to cover some anticipated legal fees. All savings, including a CD that had matured, have been combined into the reserve account. Dawn has prepared a spreadsheet to track funds allotted to various projects, such as the Washington Blvd. refresh and tree replacement. The total assets on hand as of January 1, 2022 are \$43,576.67.

3. Committee Reports:

3a. Architectural Review Committee: Annie Hayes

There have been two homes completed in the past year (WPE 17 and WPE 28). WPE 6 is under construction. As of this time there has been no progress on SCE 6 as they are revising their plans and will resubmit them.

3b. Audit Committee:

No report

3c. Landscape Committee: Steve Krippner

Steve received bids from four landscaping companies for the 2022 maintenance contract. The Board voted to go with ProScapes this year with hopes of better service. Steve is also working on a list of "deer-resistant" plants suitable for our area and will post that information.

The Washington Blvd. street tree replacement project is ongoing and Steve has asked for volunteers to serve on the committee to help with that. He also reminded homeowners to trim the vegetation away from their sidewalks so people can walk by. Paul Allen mentioned that the grasses at the corner of Washington Ct. and Observation have finally been trimmed.

3d. Publicity Committee: Doug Berard

We will continue with the quarterly newsletter which will include information about the HOA as well as the San Juan Islands, Skagit County and Anacortes. Until the pandemic is under control there are no large gatherings planned. Smaller casual get togethers are fine. Jackie Etsell has party supplies that can be used when the time comes.

4. Old Business:

4a. Washington Blvd. street tree project:

The trees along Washington Blvd. between Sunset and the stop sign at Observation need to be replaced. The existing trees are not appropriate and many are diseased and dying. Plans will be finalized in the next few months and Steve Krippner will advise HOA members as progress is made. Planting will take place next fall or winter.

There were some questions regarding the parking strips. As they belong to the city, does the HOA have the right to decide whether homeowners have rock or grass on their strip? Since we are still in the planning stage, this will be discussed further.

4b. Deer resistant plant list:

Steve Krippner and his wife are working on a list of plants that are appropriate for our area. Many of the lists found online include plants that are often destroyed here. Steve will send the list out by email when it is finished.

5. New Business:

5a. Dumpsters:

Gabrielle Thurman reminded HOA members that the dumpsters near The Crest condos are paid for by The Crest. They are not for use by other Sunset Cove residents. Quite often inappropriate materials have been placed in the recycling, for which The Crest is fined. Please be respectful and use your own bins.

5b. Mailboxes:

One of the mailboxes along Washington Blvd. has malfunctioned and has been repaired temporarily. All of the Sunset Cove mailboxes appear to be wearing out and will need to be replaced fairly soon. Doug has received bids for replacement boxes. Paul Allen suggested we do them all at once and that we look into a different design which would better accommodate our mail. To be continued.

5c. Five-year plan: The 2021 Board has been working on a plan to organize the duties of its members and allow for long-term planning for upcoming projects. The duties of each member or committee will be more clearly spelled out so new members can quickly get up to speed. This will also allow for planning for future projects as well as tasks that don't need to be done every year.

We are hopeful that this organization will allow for a smoother transition for Board members and encourage other HOA members to be willing to serve on future Boards.

6. Upcoming Meetings:

During the pandemic, all HOA meetings will be held via Zoom. A notice will be posted on the website well in advance.

The next board meeting is scheduled for February 19, 2022 at 9:00 am.

The meeting was adjourned at 7:46 pm

Respectfully submitted,

Lori Campbell, Secretary