

Sunset Cove Homeowners Association
Board of Directors Meeting
April 20, 2024
Zoom Meeting

Minutes

Attending: Doug Berard, Dawn Bachmann, Claire Colson, Kathy Edmonds, and Lori Campbell

Absent: Annie Hayes

Members Present: None

1. Call to order:

The meeting was called to order by Doug Berard at 9:04 am.

2. Meeting Minutes:

The Annual meeting minutes and the February meeting minutes had been circulated via email and approved electronically. They have been posted on the SCHOA website.

3. Finance Report:

Dawn Bachmann presented the financial report. In the past two months, Javier with Dust to Beauty, LLC was paid \$6200 for the work done on the Washington Court circle refresh. The funds were taken out of the reserve account. So far this year our operating expenses are as budgeted. As of April 20,2024, the checking account balance was \$32,980.34 and the Reserve account balance was \$19,317.95. Dawn will post the end of month reports to the website on April 30th.

Dawn also gave an update on the work done by the Department of Natural Resources. They have not been back to "lop and scatter" in the buffer zone. They will return by fall to complete that. DNR has done a very good job. They removed 6 trees from the buffer zone that were encroaching on HOA homeowners' property. After the DNR has finished, Dawn will contact the Noxious Weed Control Board for assistance in clearing out the Scotch Broom.

4. Committee Reports

4a. Architectural Review Committee:

The construction on SCE 6 continues. They are working primarily on the interior at this time. No landscaping or driveway yet. SCE 4 is in the process of being sold but has not closed yet.

4b. Audit Committee:

Kathy Edmonds presented the audit report for 2023. She and Dawn Bachmann completed it on March 27, 2024. Balances, income and expenses were validated in the checking and reserve accounts. All dues payments have been collected and deposited. All expense payments are in order.

4c. Landscape Committee:

The Buffer Zone assessment was done on March 22,2024. In addition to the original plan, Tyler from Urban Forestry Services looked at the trees that had been pruned on the north side of SCE 6. Tyler felt they had been damaged by improper pruning but he hoped they would survive. The builder of the home had asked for permission to prune some additional trees in the HOA buffer zone, but fortunately has decided not to pursue that now.

The recommendations from Urban Forestry included taking action on two trees in particular. Tree #121 which is near the gazebo and tree #138 which is in Tract D behind The Gardens will both need some further attention. A copy of the Urban Forestry report will be posted to Dropbox and the website. It will also be attached to the April minutes in the secretary's notebook. A reassessment should be done in 2027.

An analysis was also done on the Washington Blvd street trees. To replace those trees would entail amending the soil and planting more appropriate trees. To do this project properly will be quite an expensive undertaking. If we go forward with this, it will need to be done over a period of several years. Street trees are not required by the city, but are in the CC&Rs for Washington Park Estates. Urban Forestry Services recommended extensive amending of the soil before planting. They also suggested that trees appropriate for that area would be approximately \$330 per tree. A very rough estimate would be \$40,000 for the entire project which would require phasing the trees in starting in 2031 or requiring an assessment of all homeowners. No further action will be taken at this time.

A question was asked about the need for Board approval if a homeowner wants to do something in their own strip. Several new homeowners were told to wait on tree planting until the HOA had decided on the trees. They would like to do something on their own if the HOA cannot act until 2031. Dawn Bachmann has volunteered to write up a statement regarding that issue for the next Board meeting.

Washington Court refresh: Phase 2 has been completed which consisted of removal of dead, dying or over-crowded plants as well as a thorough clean-up and pruning of

the area. Phase 3 is budgeted for 2025 and includes any planting, mulching or rock-scaping. Unfortunately, the emitter lines for the irrigation system were cut and we no longer have a working system. The board discussed possible options for finishing the project. It was suggested that perhaps we should wait and see what survives the summer heat and then get a plan for redoing the area with drought tolerant plantings. That would entail letting viable plants die and spending more money on a landscape plan. Another option is to repair the irrigation system or bring in a water truck periodically to water. At his time Claire will get an estimate from ProScapes for the cost of updating the irrigation system. Doug will contact Jen from Lawn Boy to get an estimate for a design to redo the Washington Ct. circle.

4d. Publicity Committee:

The spring newsletter has been posted to the SCHOA website.

No one has volunteered to plan an HOA get together so unless someone steps up there will not be one this year.

4e. Nominating Committee:

Doug will convene the nominating committee in July. He will ask the members to bring the names of possible nominees along with thoughts on how to approach them. Dawn will print out the Operations Manual so that will be available to show potential Board members what their job would entail as well as the organization of the Board.

5. Old Business:

One major expenditure budgeted for the future is \$20,000 for the replacement of the rest of the mailboxes. Unfortunately, the locks on the Postal Service side are starting to break. The boxes are old and replacement parts are not available. The board is investigating possible options but it doesn't look promising.

6. New Business:

Doug has a conflict with one of the Board meetings and asked that the November 9, 2024 meeting be moved to November 16th. As this is a closed meeting to discuss the 2025 budget, it was agreed to by all Board members.

7. Upcoming Meetings:

The next Board meeting is scheduled for June 22, 2024 at Doug Berard's home.

The meeting was adjourned at 10:47 am.

Respectfully submitted,
Lori Campbell, Secretary