



SLOA Board of Directors Meeting

November 20, 2017 ~ 10:00am, SunLand Gathering Place

Board Members Present:

- Fred Smith, *President*
- Jerry Ahern
- Mike Gawley
- Phil Merlin
- Jac Osborn
- Ricki Bele, SLOA Administrator

Board Members Absent:

- Jennifer Sweeney, *Secretary/Treasurer*
- Missy Church-Smith
- Steve Loska
- Maggie Philbin

1. Call to Order

- a. Fred Smith called the meeting to order at 10:00A.M.

2. Public Comments

- a. **Tom Hamman, Division 17:** Arborvitae tree line between Division 17 and RV Lot
 - i. Presented rationale for maintaining tree line between Division 17 and RV Lot without trimming
 1. Provide sound and privacy barrier
 2. Maintain property values
 - ii. Requested that any further discussion on this matter include Division 17 BOD, Residents of Mt. Baker Drive and SLOA BOD
- b. **Unnamed Resident:** Security issues
 - i. Thefts are on the rise; don't leave anything of value in view in car.
 - ii. **Phil Merlin:** Yes, increase in crimes in Sequim; good advice to be careful...and encourage residents to be careful and vigilant. Security personnel patrol at night; however, most "smash and grabs" occur in the daytime.
 1. Be sure to report any occurrence to the Sheriff's Department and to SLOA office.
 2. Check to be sure garage doors are closed - yours and neighbors.
 - iii. **Ricki Bele:** In addition, inform SLOA office if you plan to be away for an extended period of time and SLOA will alert Security Patrol.
- c. **Mike Johnson, Division 17:** Request BOD to introduce selves. Value the "Good Neighbor" Policy and hopes it applies to the Arborvitae issue, to maintain market value.
- d. **Unnamed Resident:** Were revised CC&Rs approved at the annual meeting?
 - i. **Fred Smith:** Yes, they should be on the website. Annual Meeting minutes are posted on the website.
 1. **Ricki** will check with webmaster to confirm links are working.

3. Approval of October 17, 2017 BOD Meeting Minutes

- a. Motion to approve; second. Unanimous approval.

4. President's Report, Fred Smith

- a. **Submitted Report:**
 - i. *This month activities offer very little new activity to report. We did meet with the State Game and Fish Representative, Matt Blankenship, to start the process of examining our deer problem. He will be at this month's meeting to bring all of us up to date and introduce the procedure we will be working with in the months to come. We will be accepting bids beginning in December for work on the pickle ball court with work to be scheduled in March. There is nothing else pending on any of the Recreation items, so unless some unforeseen problem comes up, the next year will be quiet.*
 - ii. *We will be looking at a temporary situation starting in December when Ricki has her knee replacement surgery. We will be looking at a four to six-week period at a minimum for her recovery. We will place a temporary individual in the office to insure proper communications and activities during her absence.*
- b. **Matt Blankenship,** Washington Department of Fish and Wildlife, will speak to the SunLand deer herd issue later in the meeting
 - i. The focus is not to cull the herd, but rather to manage it.

- c. **Ricki Bele** will have knee replacement surgery in December
 - i. 4-6 week medical absence; upon return desk will be moved to 1st floor temporarily
 - ii. Temporary coverage in the office while she is out

5. **Treasurer's Report**, Fred Smith for Jennifer Sweeney

- a. As of October 31st, 83.3% through calendar year
 - i. Income collected \$246,704.00, 104% anticipated income (\$16,000.+ in property transfer fees)
 - ii. Anticipated expenses, \$30,000.00; will be under budget this year
 - iii. Balances as of 10.31.2017
 - 1. Contingency Fund \$35,000.00
 - 2. Reserve Fund \$64,422.00; Plan a 2018 Reserve Fund Study (due every 3 years)
 - 3. Checking account \$14,645.00
 - 4. Savings Account \$65,000.00

6. **Business Office Report**, Ricki Bele

a. **Submitted Report:**

- i. *In preparation of my surgery and expecting to be out for a month, I have completed the directory information and the mailing list. All of the division Board of Directors contacts have been updated. I am updating residents as I receive them, so it will be most up to date when I send them to UPS to print and mail. They will be sent shortly before my surgery.*
- ii. *The activities page in the directory is being updated and will be added to our members site online. It will not be printed in the directory.*
- iii. *The membership and RV billing will be done in the beginning of December and mailed. The invoice will state that checks received will not be processed until January 2018.*
- iv. *A letter has been sent out to all residents from the scholarship committee requesting donations.*
- v. *There have been 9 new move ins since the last board meeting.*
- vi. *I have added a new emergency only email group for residents with email, who are not on my list because they do not want the day to day emails.*
- vii. *The calendar on the website is up and running and I am able to put any closures or late openings I may have because of preop appointments. I have also put the holidays and board meetings*
- viii. *There were two raccoons caught and euthanized since the last board meeting.*
- b. Directory information, Division BODs and mailing lists have been updated for the 2018 Directory
 - i. Directory will be mailed to all owners in December
 - ii. Activities Page will be on the Members Only portion of SLOA website, no longer printed in Directory
- c. Membership and RV billing will be mailed in December; checks will be processed in January
- d. Letter has been sent to all owners requesting donations to the SunLand Scholarship Fund
- e. 9 new residents since last BOD meeting
- f. Let's Communicate - created an Emergency Only e-list for owners who requested no day-to-day e-mails
- g. Calendar is posted and updated on the SLOA website home page
- h. 2 raccoons have been caught and euthanized since last BOD meeting; 9 total since August 2017
- i. The first floor of the Gathering Place has been reserved on the 3rd Wednesday/each month, 10:00-noon, for residents who are unable to climb stairs to meet with **Ricki** re. SLOA matters.
 - i. Handicap Ramp (required by law to be **ADA Compliant**)update, **Jac Osborn**
 - 1. Following **Request for Proposals**, anticipate bid coming in from **Gawley Construction**
 - 2. If no bids are received, **By Design Group** is willing to construct if directed by the BOD
- j. 2nd floor office, formerly rented by Water District, will be leased to Windermere Real Estate

7. **Committee Reports**

a. **Architectural**, Jac Osborn

i. **Submitted Report:**

- 1. *This month we have had 12 new applications. All but two have been approved. The two that were not approved are on hold until they get their plans and permits (through the County) in order to proceed. Other than that, everything is going great with an Architectural Committee of one.*
- 2. *I think that you all have read the emails regarding the (my) conflict of interest regarding the Handicap Ramp, and the new Entry Sign, by Mr. Pepper Putman. I believe that there is no conflict of interest because By Design Group, Inc. will construct the Handicap Ramp as per the County*

approved plans and permits, at cost plus and a not exceed figure. BDG will construct said ramp at cost plus overhead and insurance with no profit included. All invoices will be paid by BDG submitted to Ricki for reimbursement payment to BDG. The ramp cannot start until the weather co-operates.

3. *If any Board member feels that by having BDG construct this Handicap Ramp is in fact a conflict of interest, please bring it up for discussion at this meeting. If there is a conflict, we will gladly step aside.*
4. *The new Sunland Entry Sign is in the final stage of plans and cost break down, right now it is coming in below the budget.*

ii. 12 new applications this month; all but 2 have been approved

iii. Applications for tree removal must follow the proscribed process

iv. Response to Pepper Putnam's concern over conflict of interest re. the Handicap Ramp and SunLand Entry Sign replacement, if construction is done by **Jac Osborn**, By Design Group (BDG), as he is a BOD member

1. No conflict of interest, as construction would be completed at **cost plus** and capped at a maximum figure. BDG would complete at **cost plus overhead & insurance with no profit included**.
 - a. If any BOD member feels there may be a conflict, please bring up at BOD meeting. If there is a conflict, BDG will step aside.
 - b. Sunland Entry Sign project is in final stages of planning & cost breakdown; currently coming in under budget.

v. Encourage residents to volunteer for this committee; additional members would help to expedite process

1. **Bob Reinking**, Long-term **North slope plan between Divisions 11 (Fairway) and 17 (SunLand N)**
 - a. **Fred Smith** stated that the proposal for **slope management as submitted is approved**
 - b. **Removal of large trees must be pre-approved by SLOA BOD**
2. Now that SLOA has approved, next step is to meet and discuss with **Division 17** in January 2018

b. RV Storage, Michael Gawley

i. Submitted Report:

1. *I'm still working on cleaning up the RV lot and correcting some issues. Areas of concern are: - General cleanliness. There is a lot of miscellaneous debris in the lot that needs to go away. I will be conducting a clean-up within the next week or so and will haul off all debris, including wood scraps, cement blocks, sandbags, and other stuff which does not belong. A notice was sent out stating that anything loose that you wish to keep should be removed or placed in your trailer, boat, or vehicle.*
2. *The gate: There are a few adjustments/repairs that need to be made to the new gate to let it work smoothly. The company is not responding to my calls, so Ricki and I will have to discuss the next step.*
3. *Bushes growing through the fence. Apparently, I poked an old hornet's nest with this one, but something will have to be done before the intrusion of the plants damages the fence and/or becomes an even bigger problem. It is not going to go away on its own. I hope to meet with a couple of the concerned citizens to see what their solution would be, and I need to educate myself further on what has transpired in the past.*
4. *Placement of campers. I'm studying the map to see if there is a better way to arrange the campers. We have some small trailers that are up against an open fence, and we have some very large trailers that are wedged into tight quarters. More study needed*

ii. Areas of concern and action

1. General cleanliness; notice of clean-up in the next few weeks has been sent to all RV Lot tenants
2. Gate; minor adjustments need to be completed by installation company
3. Placement of campers; working on placement plan to allow better access and mobility
4. Bushes growing through the fence; working on solutions before these plants damage the fence
 - a. No action will be taken until he has met with Divisions 11, 17 and anyone interested
 - b. **Fred Smith:** start at "square 1" – meet with arborist and gather recommendations

- c. **Landscaping, Jerry Ahern**
 - i. **Submitted Report:**
 - 1. *The landscape committee has been formed and organized to monitor the Sunland community. Members of the committee include Larry Mink, Barbara Allen, Larry Burbach and Carol Stuts. Each committee member will be responsible for monitoring a specific area of Sunland. A memo has been developed for our residents that outlines those things the committee will be observing to ensure that our community remains beautiful. This outline will be distributed shortly through "Let's Communicate." We're looking forward to meeting all of our new neighbors as well as the long-time residents while we work our way through the neighborhoods.*
 - ii. Committee consists of 4 residents; each is responsible to monitor a designated area of SunLand
 - 1. To date, communication between committee and residents has been courteous and responsive
 - 2. Let's Communicate will be sent to all owners outlining **SunLand Standards** of landscaping
- d. **Greenbelts/Parks/Property Management, Fred Smith for Steve Loska**
 - i. **Submitted Report:**
 - 1. *I don't have much to report other than the cleanup of the Taylor easement is almost complete and most of the owners of the problem vacant lots have cleaned them up. There are still a few that need to be cleaned up and I will be continuing to work with the owners.*
 - ii. 2018 Goals: New entrance sign and enhancement of entrance on Taylor Boulevard
- e. **Security & Roads, Phil Merlin**
 - i. No truth to the rumor of proposed traffic light at corner of Taylor and Sequim Dungeness
 - ii. Sheriff patrols will be increased at intersection of Woodcock and Sequim Dungeness
- f. **Communication, Ricki Bele for Missy Church-Smith**
 - i. Members Only site to be completed end of January 2018
 - 1. Passwords will be mailed to all owners via e-mail
 - 2. Roster, financial information, List of Activities
 - ii. Latest SLOA Quarterly Newsletter was sent electronically; savings of over \$1,500.00.
 - iii. Will continue to USPS Directories
- g. **Rental Coordinator, Maggie Philbin**
 - i. **Submitted Report:**
 - 1. *I was made aware, after the fact, of one (1) complaint about a rental property. The issue was leaves on the ground and fading mulch. The matter was (or seems to have been) resolved by Bobbie Piety, Ricki Bele and Fred Smith. The response sent to the complainant was basically "get a life" though I dare say in a much more diplomatic tone than I would have used.*
 - 2. *I have no other information to offer at this time.*
- h. **Welcome Committee, Judy Nordyke**
 - i. **Submitted Report:**
 - 1. *A reimbursement for \$123.72 was turned into the SLOA office and paid for Newcomer expenses which included letters, invites, and gathering expenses.*
 - 2. *The annual newcomers' gathering is held in October. It is a challenge knowing if the new owners are renting their residence for a time, not moving in right away, or actually moving in immediately.*
 - 3. *Invitations for the October 2017 annual Gathering were sent out to homeowners who purchased property in Sunland beginning in April 2017. With the changes in the administrators in the SLOA office, I did not receive any emails regarding new residents between December thru March. About 18 people attended the Newcomers function this October and they were people who had moved in within the last for months or so. Although the number in attendance was lower than expected, I did receive 13 regrets. Thank you to the Board members who attended, sharing a summary of their responsibilities. Jan Prout, Judy Fritz, Kathy Rees (one of our new homeowners), and Donna Carson helped out with the food, welcoming all the guests, and the cleanup responsibilities.*

8. Old Business

a. Deer Population in SunLand

i. Matt Blankenship, Wildlife Biologist, Washington Department of Fish and Wildlife

1. Department will work with SunLand to resolve the deer problem

a. Survey will be sent to all owners (end of December) to gauge severity of problem; sent electronically and via USPS

b. Data will be analyzed; then will form a Deer Advisory Task Force (community based)
i. Develop options, create plan

c. Questions

i. Has this been done before? Yes in the east & Midwest, but not in WA State to date.

ii. Cost? No cost to the community.

iii. What constitutes a problem? Actual "problem" depends on community perception...which will be determined by survey results.

iv. Is there a recommended number of deer/acre? Not in a community based solution; not based on acreage. Optimal number of deer will be recommended by Task Force.

v. Some owners do not believe deer are a problem. Advise that you share your feelings in the survey.

1. **Fred Smith:** One problem is the health of the herd *and* health of the residents - one resident was attacked by a doe protecting a fawn.

vi. What are options to manage the herd? There are several: educational campaigns to prevent feeding of the deer; population management techniques. Additional options will be generated by the Task Force.

vii. In addition to the health of the herd, is destruction of vegetation also an issue? Yes, and will be addressed based on survey results.

viii. Do you see a problem of deer overpopulation spilling over in to the downtown area? Not at this time.

1. Ground survey (actual counting) will be a technique.

ix. **Phil Merlin:** be sure to complete the survey...and encourage all residents to do
x. Has there been an analysis re. tics? Yes, there are tics, but no evidence of Lyme Disease.

xi. Deer issue has been brought up for many years; some residents put out salt blocks. Salt blocks and feeding pans have been removed recently. The ordinance prohibiting feeding wildlife needs to be enforced, and residents need to be educated as to the negative impact of feeding the animals.

9. New Business

a. Call Out System, Greg McDonald

i. Broken water pipe last month affected all residents of SunLand. Information about the incident and the need to boil water from taps was communicated by the Water District; however, many residents did not receive the information in a timely manner. This issue spurred exploration of an enhanced and more comprehensive system of communication for the entire community.

ii. Contacted a number of companies and determined that **One Call Now** <http://www.onecallnow.com/> would meet the needs of the SunLand Owners efficiently and economically.

1. In business since 2002

2. Serves many HOAs

3. Ability to sub-group SunLand residents (e.g by Division, sports, Water District, pool, RV Park, etc.)

4. Each household can have up to 6 phones, 5 e-mails

a. Information can be sent out via phone (message), e-mail, text or any combination

b. Unlimited number of messages/groups

c. Can be tagged as Emergency

d. Can identify Caller ID

e. Can request confirmation of receipt

5. Cost-effective

a. \$4.00/household/year; 1 time \$95.00 set-up fee

- b. \$3,700.00-3,800.00 per year based on 900+ homes
- 6. Can access from phone, computer, tablet to send information
- b. **Missy Church-Smith (Communications) and Greg** will meet and have a proposal for the December BOD meeting
- c. **Questions**
 - i. Who maintains the system and keeps resident information up-to-date? **Ricki Bele** will maintain; residents are to contact SLOA office with any change in information.
 - ii. Will the Water District participate? Yes, and they will split the cost with SLOA.
 - iii. **Phil Merlin:** As this is an e-system, if we have a natural disaster (e.g. earthquake), the system will not work.

Motion to adjourn; second. Meeting adjourned @11:15am

Minutes Respectfully Submitted by Missy Church-Smith for Ricki Bele