



SLOA Board of Directors Meeting

December 19, 2017 ~ 10:00am, SunLand Gathering Place

Board Members Present:

- Fred Smith, *President*
- Jerry Ahern
- Missy Church-Smith
- Mike Gawley
- Steve Loska
- Jac Osborn
- Maggie Philbin

Board Members Absent:

- Jennifer Sweeney, *Secretary/Treasurer*
- Phil Merlin
- Ricki Bele, SLOA Administrator

Guests:

- Wallene Eichorn, Interim SLOA Administrator

1. Call to Order

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

2. Public Comments

- a. none

3. Approval of November 20, 2017 BOD Meeting Minutes

- a. Motion to approve as amended, Jac Osborn; second, Steve Loska. Unanimous approval.

4. President's Report, Recreation Report, Fred Smith

a. Submitted Report:

- i. *This month was fairly inactive for both offices. We had one member insisting on information on the pool and this was provided. Ironically this same member was found in violation of the CC&Rs by having a room rented out in her house. Neighbors complained. I sent her a letter notifying her of the violation and giving 30 days to correct it.*
- ii. *On the Recreation side, Jac and I were discussing the pickle ball project. I asked that since this is a fairly simple project, we could act as our own General Contractor and save some money. I will have bids for just the asphalt and separate ones for the fencing for the January meeting.*
- iii. *We are in a position for coverage during Ricki's absence. Wallene Eichorn will fill in during the period Ricki is recovering. We hopefully will have Ricki back by our next meeting.*

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

a. Submitted Report:

- i. *Even though it's the last meeting of the year we are still only 11 months (91.7%) through our financial year. We have collected \$248,856 in income or 105.1% of the anticipated amount. We have spent \$207,098 or 90.2% of the budgeted expenses.*
- ii. *The biggest income gain has come from the transfer fees. We anticipated receiving \$10,000 in fees which equates to 50 home sales. Through November, we are at \$17,600 and have had 88 home sales. The department that is the most over budget is the professional fees (again forensic audit and additional legal communication contributed to this). We anticipated \$5,000 in cost but have spent \$10,291. We don't expect to have as much cost in 2018, but have increased this department line item to \$8,575.*
- iii. *I had hoped to start training Missy for the treasurer position but my real job got in the way. Now that everything has settled, we are moving back on track.*
- iv. *I am currently looking into our insurance policy. I am inquiring about cost, coverages and deductibles. I will have my completed assessment in January 2018.*

6. Business Office Report, Ricki Bele

a. Submitted Report:

- i. *The billing for the dues and RV Lot rental is complete and in the process of being sent out. Residents should receive their bills by the end of next week.*
- ii. *The 2018 Directory is complete and is currently at UPS being printed and put together, and then will be mailed. Residents should receive their directory beginning of January.*
- iii. *Once I return, the directory will be put on the website in the Members Only site. I will be able to update the directory as the residents move in.*
- iv. *Missy and I will be working with the Sign Store to update the logo and the sign outside that has the water district listed.*
- v. *We have had 10 new move ins since the last board meeting.*
- vi. *We had almost three days of training with Wallene (I had to leave half way through one for the birth of my grandbaby). We went over all of my daily jobs as well as anything that may come up. I know she will do a great job!*
- vii. *Scholarship- Between donations sent to SLOA (\$8,795) and the Golf Club donation (\$833) we have collected a total of \$9628 in donations.*

b. SLOA Members' Only site password will be e-mailed to all owners in January.

7. Committee Reports

a. Architectural, Jac Osborn

i. Submitted Report:

1. *This month we have had 16 new applications. All but three have been approved. The three that were not approved are on hold until they get their plans and permits (through the County and L & I) in order to proceed.*
 2. *As a Board Member, and owner of by Design Group, Inc. I think that it's best for SLOA and for the reputation of by Design Group that our bid to complete handicap ramp at the SLOA office and the entry sign be withdrawn at this time.*
 3. *I feel that the work on these two projects should be completed by a non- Board Member as to show that there is no conflict of interest.*
- ii. Have received 60 applications since the November BOD meeting; total received 247 YTD.
1. Most common requests: roof repairs/replacement, tree removal, propane tank installation, painting
 2. Current issue of concern - beetle infestation in many trees; recommend hire arborist to recommend treatment/plan
- iii. Suggestion – Perhaps a retired member of the SunLand Community, with more time to devote to architectural issues, would be a more appropriate Committee Chair. As a businessman with many employees, it is sometimes challenging to find the time necessary to this position.

b. RV Storage, Michael Gawley

i. Submitted Report:

1. *A cleanup of trash and debris was conducted on November 30th. Approximately 1,100 lbs of cement blocks were dumped at Blake Sand & Gravel, and another 3,000 lbs of "stuff" was taken to the Port Angeles Transfer Station. A big THANKS to Roger Larson for assisting in the cleanup. A bit more cleanup is still necessary, but the bulk of the work is done.*
 2. *There are still a few vehicles, campers and boats in the lot that need to go away. Some do not have current registrations, and all are in stages of neglect.*
 3. *I am considering a temporary compromise solution to the problem of trees growing through the west fence. It would involve trimming all branches which come through the fence, along with cutting all branches from the tree trunk to the fence on a select few trees. After a period of time we could evaluate the effectiveness of each and determine a more permanent solution.*
 4. *The gate still needs more work. We are trying to get the Fence Company to come back and take care of it.*
- ii. Evaluation and plan proposal for the issue of tree growth through the RV lot fencing will be done after the holidays and will include representatives of Division 17.
- iii. Jac Osborn offered to call Anchor Fencing to expedite repair of the RV lot gate.

- c. **Landscaping**, Jerry Ahern
 - i. Nothing significant to report. The committee will resume activities after the holidays.
 - 1. The committee functions as the “Eyes & Ears” to maintain harmony within the community. Area of responsibility – developed lots. Vacant lots fall under the Greenbelts Committee.
 - d. **Greenbelts/Parks/Property Management**, Fred Smith for Steve Loska
 - i. Working on getting bids for removal of dead trees on Leslie Lane.
 - 1. Many of these trees are in the greenbelt area. They have been killed by ivy.
 - 2. Any remaining ivy will be sprayed.
 - 3. A request to exceed budget (spraying and removal) will be made at January BOD meeting.
 - ii. Greenspace clean-up in the spring.
 - iii. Thank you, Jac Osborn for your generous in-kind donation of \$660.28. SunLand entry sign was illegally wired; Jac rewired and repaired all lights.
 - e. **Security & Roads**, Phil Merlin ~ **No report submitted**
 - f. **Communication**, Missy Church-Smith
 - i. **Submitted Report:**
 - 1. *Members Only area has been set up. Following to be added by the end of January 2018:*
 - a. *2018 Roster will be mailed to all owners via USPS. Roster will also be added to the Members Only site and updated in a timely manner.*
 - 2. *Most recent newsletter was sent electronically; feedback has been positive.*
 - 3. *On-line communication tool will be tested with the BOD as recipients. Assuming all goes well, this system will be implemented in January 2018.*
 - ii. When Ricki Bele returns, and System has been tested, a motion to adopt the **One Call Now** system will be made at the January 2018 BOD Meeting. Based on proposal of \$95.00 one-time set-up fee, and \$4.00 annually per household, total expense projected to be c.3,800.00. SLOA and the SunLand Water District will each pay 50% of total cost. SunLand Golf &CC will explore benefit to their membership.
 - g. **Rental Coordinator**, Maggie Philbin
 - i. **Submitted Report:**
 - 1. *I was made aware of one (1) complaint about a rental property. The issue was outdoor faucets not covered. The matter was resolved by the complainant contacting the residents. I have no other information to offer at this time.*
 - ii. Questioned the status of a family member residing in an absentee parent’s home without paying rent. The family member is **not** considered a renter/tenant.
8. **Old Business**
- a. Matt Blankenship, Washington Department of Fish & Wildlife, has created survey re. SunLand Deer Issue
 - i. Fred will e-mail survey to BOD members for review and feedback.
 - ii. Revised survey will be sent to all owners in January 2018.
9. **New Business**
- a. Jac Osborn reiterated that SunLand residents are not required to pay City of Sequim for permits if proposed work is under a certain amount. He referred to roofing replacement at 144 Leslie Lane; homeowner saved fees of \$69.00.
 - b. Fred Smith encouraged BOD members to consider violation resolution options for absentee owners who rent their properties. Discussion points:
 - i. One possibility: owner may deposit funds in escrow account to be used if maintenance issue cannot be resolved in a timely manner.
 - 1. Owner is obligated to maintain property whether residing in property or renting to tenant.
 - 2. Do BOD members have the legal right to go onto properties?
 - ii. SLOA attorney is reviewing legality and feasibility of a plan.

Motion to adjourn, Jac Osborn; second, Maggie Philbin. Meeting adjourned @10:54am

Minutes Respectfully Submitted by Missy Church-Smith for Ricki Bele