

Minutes for the SLOA Board of Directors Meeting

March 19, 2019

Board Members Present:

- Ken Larson, President
- David Walp, Vice President
- Stephanie Burnett, Treasurer
- Michael Mulliken, Architecture
- Phil Merlin, Security & Roads
- Michael Gawley, RV Lots
- Robert Leonard, Rentals

Call to Order

Ken Larson Called the meeting to order at 10:30 am.

1. **Guest Speaker**

- a. James and Christi Vorhies of Haven Trapping spoke about the recurring raccoon and rat issues. Haven Trapping has been trapping in Sunland area for more than 20 years and is currently under contract by Sunland to trap raccoons. They became aware that rats have been invading the raccoon traps. Based on their findings they reported an increasing rat problem they are seeing in Sunland. They presented a draft proposal where Haven Trapping would provide a service using snap traps instead of poison to help reduce the rat population in Sunland. The draft plan includes introducing a minimum of 20 custom-made trap boxes at various residences within Sunland, stating that more could be added at SLOA's request. Traps will be located throughout Sunland neighborhoods and rotated to different locations on a monthly basis. Each trap will be checked twice a week, and could increase or decrease depending on rat activity. Haven Trapping will track and record all the data in a spreadsheet, then load this data into an on-line interactive map that will be made available to Sunland residents showing locations where rats have been trapped. The spreadsheet would also be provided to the SLOA office on a monthly basis that will include data to track where and how many rats have been trapped. This will help to identify problem areas which may need to be addressed separately such as eliminating certain types of bird feeders, rotting fruit left on the ground from trees, or piles of leaves or dry wood. The benefits stated by Haven in using this proposed plan include: reducing the rat population will aid in the trapping of the raccoons because currently the rats are raiding the raccoon traps and eating the food placed inside to attract the raccoons; using traps instead of poison removes the possibility of rats wandering under houses or attics to die; traps will also prevent any pets from dying if they should eat a rat that has been poisoned. The cost of the plan for the first 20 rat boxes would be a monthly service charge of \$800. This would be all-inclusive for ground rat trapping as described above. Additional rat boxes would cost \$10.00 each per month.

Discussion followed.

Bob Leonard suggested the raccoon traps might be bringing in the raccoons. Haven trapping denied this and said the rats were already here, but by removing the raccoons it is removing a natural predator and therefore the rat population has increased. Due to increased building in the areas surrounding Sunland, Haven trapping stated they were more active in trapping raccoons last year than in the 20 years they have been doing this. They also provided facts on breeding rats, stating that a mating pair can have a litter every 3 weeks.

Ken Larson suggested that the SLOA office send out a Let's Communicate to remind residents to maintain wood piles and trash piles such as leaves and yard debris.

Phil Merlin asked that a survey or Let's Communicate be sent out asking residents for feedback to see if they feel rats are a real issue and if the cost is justified.

Ken Larson suggested that the Board do a financial analysis and table this until the next board meeting. He also suggested that a Let's Communicate be sent out asking for feedback on this proposal. A Motion was made by Stephanie Burnett, and seconded by Phil Merlin.

2. **Open Floor Comments**

- a. Lloyd Taylor – stated he sent 3 email letters to the SLOA Board and have not received any responses. He sent an open email letter to residents and received lots of responses, some were threatening and negative comments. Ken asked Lloyd where he got his original email list. Lloyd indicated he got part of his email list from a Let's Communicate that was sent out by SLOA. Ken stated that Lloyd did not have a right to use any of those email addresses from the SLOA communication and these need to be removed from his email list.

Lloyd Taylor also commented on the CCR's and asked why SLOA is re-writing the CCR's. Ken explained that SLOA is not re-writing the CCR's but trying to comply with the 2014 Washington state supreme court decision that said HOAs could not add to or delete the original CCR's. Because of that SLOA is taking action to make sure they are in compliance with this decision. Once the committee and the SLOA board has completed its evaluation of the CCR's this will be sent to SLOA's attorney for a decision on how to move forward.

- b. A resident commented on the rat issue in Sunland and stated that she is aware of some of her neighbors who have ground bird feeders. This contributes to the rat and squirrel problem. Since this is restricted in Sunland to have these types of feeders, she felt that SLOA needed to enforce this more and make residents aware that this is not allowed before money is spent on the Haven proposal. Someone else commented that hot pepper in bird seed will help because rats and squirrels don't like it and it doesn't hurt the birds.

Mike Mulliken suggested a Let's Communicate regarding adding hot pepper in bird seed, and reminding residents that bird feeding is allowed, except for ground feeders.

3. **Approval of February Minutes**

- a. Mike Mulliken motioned to approve the February minutes. Ken Larson second the motion. February Minutes were approved.

4. **President's Report – Ken Larson**

- a. Ken reported on some of SLOA's 2019 Goals and stated he feels the board has an obligation to develop a sense of community among the Sunland residents. His report was emailed to the board members for comments and included suggestions and ideas for promoting community activities to enhance interactions between residents. Some suggestions are:
 - 1) SLOA sponsored social activities such as the Sunland Golf Club and Sunland Residents combined picnic by the Lake that takes place on the 9th Fairway, a 'get to know your neighbor' block party in various neighborhoods, and neighborhood mapping.
 - 2) Green Belts: Ken commented that residents have expressed the desire to make the green belts more accessible for walking. He mentioned that currently the budget did not allow to hire a crew to come in and asked the board to consider using volunteer groups to help clean up green spaces. SLOA currently has volunteers taking care of the entrance and that is kept up great. He also suggested the board to consider forming a committee of volunteers to create a multi-year plan to clean up green spaces and create walking trails. This plan would help the board to determine if something like this is feasible in the SLOA budget.
 - 3) Surveys: Ken also asked the board to look at the possibility to use surveys such as Survey Monkey to get an idea from the community members about their attitude towards training classes such as computer classes, genealogy training, CERT Training, or First Aid training that could be done by knowledgeable members of the community on a volunteer basis. He has already talked to a Sunland resident who is willing to teach a genealogy class.

Discussion: Phil Merlin agreed and stated that SLOA could go outside the Sunland community to find volunteers for CERT and/or First Aid classes. He also mentioned that the YMCA might be a resource to give swimming lessons for kids at the SLOA pool. The need for a larger meeting space was also discussed and that SLOA could work with the Golf Club to use their ballroom. Phil Merlin also brought up the issue of the need to know your neighbor when a disaster strikes, such as an earthquake, especially for older residents. He commented getting to know your neighbor would have a side benefit because there are many single older residents who live in Sunland who might not get the help they need unless someone checks on them periodically. Wellness checks on your neighbors should be emphasized in communications regarding creating a sense of community.

- b. Ken reported that the document review committee met for the first time on April 6. They have set up a spreadsheet to help in reviewing and documenting findings. That process is moving forward and should be completed fairly quickly. Their findings will be submitted to the SLOA attorney for review and counsel.
- c. Ken also reported on the following Issues:
 - 1) Ken discussed an issue brought to his attention regarding water draining on one property to another and damage occurred. Ken met with residents to determine

damage. He then reviewed the RCW regarding drainage. Most state codes have a mitigation statute, but he could not find where the issue was addressed in our state's RCWs.

- 2) A tree came down on neighboring property. Nothing in governing documents addressing that issue either. He proposed to the Board that it is in SLOA's best interest to have a SLOA policy not to get involved in neighbor disputes like the two mentioned above due to the possibility of legal issues.
- 3) Ken reported another issue of a dog coming onto a neighbor's property and defecating. The dog is not on a leash and this is a nuisance issue. He asked the SLOA office to send a letter to 120 Emerald Way. Not only is this a SLOA violation it is also a County violation.
- 4) The SLOA office was made aware of a drainage ditch between two properties at 162 and 158 Madigan. Ken reported that this was in the county right of way and they should be maintaining it. The SLOA office will contact the county regarding this issue.

5. Vice President's Report – David Walp

- a. Dave reported that he has heard from several members of the community and he suggested the board send a Let's Communicate to seek volunteers to form a steering group to identify SLOA sponsored community events and activities for the remainder of 2019. He commented that this committee can be ongoing so the board can plan the budget for future events. This goes hand in hand with what Ken spoke about in promoting getting to know your neighbors.

Discussion: Phil Merlin commented on the importance of keeping the lines of communication open to the golf club because they have the clubhouse and they have the ballroom. The Gathering Place only holds about 48. Bob Leonard brought up using the Sunny Shores Cabana as it can hold more. Ken agreed it was important to be able to use the ballroom if needed and to remember that golf members are also members of the SLOA community. Dave stated that he knows of a few people in the golf club that would be interested in participating in this but he does not want to make it appear that Sunland Golf Club is driving these events. He feels that a monthly or quarterly SLOA event will help promote a sense of community. More discussion followed on additional ideas for community events. It was mentioned that there are some social activities that currently take place in the Gathering Place such as Bunko and other card games, crocheting, etc. It was suggested to send out a Let's Communicate asking for information on who is heading up these activities and getting this information out to the rest of the community. Once the SLOA office has this information it will be posted on the Website. Bob Leonard asked what the rules were for the Gathering Place. Ken Larson stated that one person in the activity needs to be a resident of Sunland. In the case of outside groups using the Gathering Place, someone in Sunland would need to sponsor that group and the board would need to approve.

6. Treasurer's Report – Stephanie Burnett

- a. No report

7. Office Manager's Report – Ricki Bele

- a. Office manager reported there were four notary signatures, 14 escrows closed so far this year, and 41 residents still owe dues.
- b. The directory is complete and sent to the website developer but there is an issue getting it properly formatted for the website. Once the format is correct a password will be sent to all Sunland residents to access the members only web page. Hard copies will be available for those who don't have a computer.

Discussion: Ken Larson stated that when the password is sent out there needs to be something in the communication stating that the password is not to be shared with anyone outside of the SLOA community or anyone who is not an owner, including renters (should not be given the password). Ken proposed to put a By Law in place restricting using the password or directory outside of SLOA, nor used for marketing purposes. There is nothing that controls this data currently. He suggested the board consider this for discussion at the next board meeting. Phil asked if the directory will be kept up to date on line and the office manager indicated that she would be able to go online and update it as necessary. More discussion followed on process for getting residents information in the directory.

- c. Office manager continued her report:
 - 1) Brother's Plumbing fixed a small leak in the sink in the Gathering Place.
 - 2) There are 17 reservations for the Cabana so far this year.
 - 3) The Lions Club sent a thank you letter to SLOA for the 60 glasses they received donated by Sunland residents. About 60 more glasses waiting to be sent over.
 - 4) There were 90 cell phones collected sent to the Clallam County Sheriff's Department to be given to women who are domestic violence survivors. The phones are stripped of all information and can only be used to dial 911.
 - 5) Open space by Olympus Court, behind San Juan had several trees were cut down, and debris and a pile of chips were left behind. Tim Mannor will bring in equipment to get rid of the debris and chips. He will also trim back the trees on Sequim Avenue and Taylor Boulevard.
 - 6) SLOA office called the County regarding gravel cleanup on the roads. Some has already been cleaned but there are several areas that still need to be swept.
 - 7) The office manager requested the board members send all Let's Communicates to the office and she will send it out to the residents after it is reviewed and approved by the board president. She requested board member go through the office on any communication with residents, i.e. phone calls or emails to keep the SLOA office in the loop.

8. **Architecture – Michael Mulliken**

- a. Michael reported that the four new construction houses currently underway should all be done next month and he was not aware of any additional new construction. Office manager added that there will be one more new construction that should be starting in the next couple months. Property was just purchased and is moving forward with getting a builder in place. Michael continued to report on new construction. The Eichhorn house on the 13th tee has drainage issues and has put in another request to put in drain pipes to

address that issue. The new construction houses on Leslie, Northwestern, and Madigan are almost complete.

- b. Michael reported that Richard Streeter and he walked down the path behind Division 7 near the driving range at the back of Division 17 just to see where the property lines are. There was so much brush Richard took his machete to try to clear a path. There are a couple trees that need to be cut down and hauled out. Michael indicated that his plan was to fell the trees in place and chip them up to help support the hillside.
- c. Michael reported that last month he had seven new requests, five were approved and two were pending but are completed now. He has 10 this month and expects to see an average of 30 requests per month in the coming months.

9. RV Storage – Michael Gawley

- a. Michael acknowledged the efforts of the residents of Division 17 who volunteered to help clear the brush around the fence of the RV storage yard. He reported that a work group was organized in Division 17 and about dozen volunteers came over to trim all the bushes along the southwest side of the fence and picked up debris from the winter. The RV lot looks much better now. As a result of that Michael has given them permission to park their utility trailer in the RV lot. The trailer is located in an area not accessible by any RV and is behind the gate. This is a win-win situation.
- b. Michael reported on the state of the RV storage lot: 1) No more large spots are available. There are several snow birds returning next month. He has put some RV's in those spots temporarily and they will need to be removed and will need to find another spot for them. He noted that his goal is to find a spot for everyone. He said he takes a count every week of which spots are empty and he keeps track of that data. These spots that have been empty for a long time he will be contacting them to find out if they really need it. These need to be freed up if no one is using them. He will work with the office manager to determine if the spots are paid for or delinquent or what the situation is.

10. Security and Roads - Phil Merlin

- a. Phil reported that one resident called him asking about the little green address signs that you see on some properties around the county. The County supplies the sign and post but the resident needs to install. The cost is \$50 for a new address sign and \$25 to replace or if you previously had a sign issued. The signs are not a requirement but mainly for the emergency response agencies to make it easier to find addresses in bad weather or at night. The signs are reflective when lights shine on it.

11. New Business

- a. Michael Mulliken asked if the Board was close to having a quarterly report. David Walp stated the deadline April 23 to submit articles.

b. Landscaping:

- 1) Michael M. also asked if there was a landscaping submittal form. Ken Larson commented that a landscaping plan needs to be submitted for new builds, but existing homes do not need to submit a landscape approval form.
- 2) Roger Fell was recognized to speak. He commented that although he resigned from the board as Landscape committee chair, he is willing to drive around Sunland to report on conditions of landscaping in the community until the board can find a replacement.
- 3) Phil Turner asked if there were any criteria for landscaping. Office manager stated it was in the CCR's. But there is a fine line between people's taste for what they want to put in their yards as far as bushes, flowers and trees. If the item is not a permanent structure it doesn't need approval, but if it is a permanent structure it needs Architectural approval. Any tree removal also needs to be approved by the Architectural committee.
- 4) Yard art is also an issue. SLOA office has received some complaints in the past on some of the yard art in their neighbor's yard. Office manager needs guidance on how to handle these. The board agreed that this should be handled between the neighbors and SLOA should not get involved.
- 5) 143 Emerald was mentioned by Roger Fell. Michael M. commented that the board should officially respond to his appeal. The office manager reported that SLOA agreed to give the owner 60 days to respond. A draft letter will be sent to the board for review and the final will go out under Roger Fell's signature.
- 6) David Walp asked if the board was soliciting for volunteers to fill the vacant spots on the board, i.e. Landscape/Greenbelts and Recreation. The office manager sent out a Let's Communicate but has not received any solid responses. The board agreed that the landscape and greenbelts should be separate committees. Another Let's Communicate asking for volunteers to fill these vacant board positions will be sent out.

c. It was announced that the next board meeting will be April 16, 2019 at 10:30 am in the Gathering Place.

12. **Comment Period – 15 minutes**

- a. Susan Hamman spoke and commented: She helped to organize the work group that cleaned up the southwest side of the RV Storage yard. Although there were about 17 people in the work group, she felt that in the future as people got older it would be more difficult to get people who would be able to do this type of work. She proposed that the board should increase the RV storage rates by a modest percent to help maintain it. She noted that the cleanup by the work group dealt with longstanding tree issues that were difficult to manage and trim due to the lack of regular maintenance. If the dues were increased by \$20 per year, that would support a regular maintenance crew to keep the RV lot trimmed and cleaned and still maintain the privacy barrier for Division 17. The office

manager commented that an increase would also help pay for the electric bill which has gone up this past year. Ken Larson asked the treasurer, Stephanie Burnett, and the RV lot chair, Michael Gawley, to meet to look at the increased costs of electricity and the cost to maintain the RV lot and include it in budget discussions with the board. Michael stated he will try to have something for the board at the next meeting.

- b. Someone in the audience commented regarding the trees next to the RV storage fence, for the board to make sure that SLOA is not paying to maintain trees that are in a private yard and should be maintained by that resident. This person also requested the board to consider purchasing the green signs for every Sunland resident as a safety issue. The cost for homes built prior to 2004 already existed and the cost would be \$25. She would rather see that than pay for trapping rats.
- c. Susan Hamman added a comment regarding the trees near the RV Storage lot. She indicated that Kevin Estes purchased the property surrounding Division 17 and planted arborvitaes around the RV storage yard as a sight barrier. The people who live on Hilltop also did not want to look down on the RV park so those trees benefit more than just Division 17. She feels that SLOA does have an obligation to maintain the privacy trees around the RV Storage yard. Ken Larson added that SLOA also has a responsibility to protect the RVs from damage from trees. Mike Gawley said an arborist suggested to top the trees up 30 feet and that makes it difficult to maintain. Luckily branches and debris that have fallen have not caused any damage.
- d. Lloyd Taylor commented that he was in favor of creating walking paths along Taylor. He tried to do this in the past but homeowners threatened to sue because it would be their front yards. Ken noted that there is a state and county requirement that says every home in Sunland must have a parking right of way next to the road. Past boards and architectural committees have allowed some homes to plant right up to the road, and it has caused blind spots on intersections. When it comes to right of ways SLOA needs to go back to the plot plans.

Adjourn – Motion to adjourn and seconded. Meeting adjourned at 12 Noon.

Minutes submitted by Wallene Eichhorn