

## MAY 2017 MEETING

Call to Order at 10:00 am.

Board members in attendance: Wayne Tyrrell, Ron Sullivan, Anne Crow, JoAnne Guiberson, Dianne D'Alessandro, Jeff Warren, Bill Vertrees, and Anne Crow. Bookkeeper Linda Orndorff also attended. Resident Polly Wolfe attended as a guest.

Agenda was provided to the Board.

Minutes of the March meeting were read by the Secretary/Treasurer. Dianne moved to accept the Minutes as written, Ron Sullivan seconded that motion. Motion carried. Minutes will be sent out for Board Members to approve prior to the June 10 Annual Meeting.

**Accounting:** Discussion re month end. Financials reports from our CPA were received later than usual. Consideration may be given to asking for an independent Audit as had been done in prior years (i.e. several years ago). Recent changes with the CPA firm (was Finanza, now a new firm CLA Clifton Larson Powell) may suggest an audit would be prudent. Wayne and JoAnne will have a discussion with Marcus (our CPA) to simplify the reporting statements, perhaps consolidating Income vs Expenses in a format that would be easier to interpret.

Linda Orndorff (Bookkeeper) reported on 3 lots which will be recipients of liens 3-60, 2-1-4, and 3-95.

Discussion ensued re: recent status on the 3 lots, one of which is now for sale and expected to be vacated within the next week. One has agreed to a payment program with a goal of becoming current within 12 months.

.

Continued delinquency results in water shutoff and enlisting collection agencies to pursue payment, in order to insure fairness to all owners.

An issue was discussed re some discrepancies in property lines between historical records and current surveys.

**Reserve funds** (Properties, Roads, and Water.) A motion was presented, seconded and approved to process (following approval of final year end reports) a transaction thru Quick Books to fund the annual contribution to Reserve accounts, per the Reserve Schedule approved in 2016. This should be effective in August.

A motion was presented, seconded and approved to authorize the movement of unspent operating funds (minus the annual Reserve funds account contributions) to the Reserve fund accounts.

**Roads (Jeff Warren):**

Jeff reported \$2900 in reserve but not sure all invoices are in. The snow plow budget from this year was adequate so no change required for FY2018. An adjustment is required to transfer Weed Control to Roads rather than Brush Clearing, Acct #6070. Jeff reported there were a few complaints during the snow season that hydrant areas were unable to be cleared. That will be a consideration next season and may result in having a backup contractor. The association may be able to supplement snow removal next year by having 2 providers. Snowfall this year has been unusual with more ice than had been experienced in most recent years. Dianne reported that \$945 paid to Woodland Resources, Account #5040 properly belongs in Roads Acct #6070. Dianne will notify Linda to change in QuickBooks.

Jeff reported that the County has notified the Golf Course requesting the radius at the intersection of Oakmont and Hermitage be enlarged with gravel. The Association owns the road, but not the area owned by

the golf course. The board determined to take a wait and see approach.

Have some locations that need asphalt sealing on roads, especially near Hole #5 where there's a ditch that needs to be opened. Due to time constraints, this will likely be passed on to the next Road Chairman. Jeff will get bids prior to the annual meeting.

An additional recommendation for the future, if gravel is needed in areas, it's recommended that it be ordered for delivery in a cement mixer in order to facilitate targeting areas, resulting in less labor required.

The road near the new home on St. Andrews Dr. will need asphalt repair.

A motion to increase Account #6040 from \$1200 to \$1800 was presented by Bill V, seconded by Dianne D. Approved. Motion carried.

Asphalt repair in certain places is necessary including the downhill on St. Andrews Dr. Perhaps the association can "piggyback" with the golf course on a quote for their trail repairs. All Aces quote (previous good work) was a little more than Central Paving. 2 areas on St. Andrews and a triangle above are in need of repair. A number of contractors (and their respective quotes) are being considered.

A culvert between holes #1 and #2 is plugged and full of debris from the winter. Need someone (perhaps Jason Cook) with an excavator to clean it out.

Jeff recommends obtaining a steel post (similar to the ones the State Highway Dept. uses) to support Stop Sign on the road near the Oakmont / Hermitage loop. As snow conditions can result in a narrow road width, the stop sign can be moved to allow for wide plowing. Also, one way travel could be put in place to avoid difficult situations.

The post could be cemented in a barrel that can be moved and would be useful during such snow conditions.

### **Properties – Dianne D’Alessandro**

- The Mailbox Improvement project for Oakmont/Hermitage continues. Boxes were added last fall and the plan is to add more in the coming months. Will consolidate the older boxes to a smaller grouping.
- An additional report of valve/frost-free leaks at Pebble Beach Park: There is also a leak just past the meter at the flower entry. Able may be contacted to investigate, and Wayne recommended calling Clint (Evergreen) to get it fixed. Bill Vertrees will call him.

Handouts will be available for the owners at the annual meeting – Including “About Sun Country”, copies (some) of annual newsletter for owners who may not bring theirs. A Notice re mailbox removal will also be available.

There has been a recommendation that the association provide a sign-up list for volunteers who would be available for some small “odd jobs” that arise from time to time (example might be cleaning out a ditch, or posting fliers). Nothing major but some owners have suggested they would be available for incidental tasks.

### **Architectural /Anne Crow**

There has been a revision to the Architectural guidelines including:

- Restating the covenants to state that architectural review is conducted (prior to approval on new construction or remodel) by the committee, which consists of three people,
- adding a requirement for plan review to include height and external dimensions of building,
- including a guideline for approved decorative front yard fences

- Clarification regarding vehicles and RVs.

Discussion regarding a property in Div. 2 with a discrepancy between the data provided to the County vs what plans have been submitted to the Board. (Trailer) Also need property locators defined before a permit is approved. Certain details do not meet county requirements. No water will be provided by the association to the trailer. Anne will send a letter to the owner establishing that the trailer cannot be permanent.

2 lots have recently been cleared on Hermitage (close to mailboxes), one with a hole dug. Need to confirm that proper Board approvals have been obtained. A letter will need to go to the owner regarding compliance and approvals.

Note regarding architectural checklist guidelines, different covenants apply in Division 3.

### **WATER/Bill Vertrees**

- Recent water usage reports have not yet been reviewed to identify potential leaks.
- Bill V will post water reports prior to the June meeting identifying lot # but without names.
- An update on new well installation progress was provided. Internal schedule start drilling approx. June 1, followed by electrical installations – anticipate that the well will be functioning by the end of summer.
- Need policies established re future water billing. Those policies will be available prior to implementation of billing. The plan is to replicate policies from other localities.
- June readings will initiate the first billings.

## General

Question regarding Fire Wise – For this year, owners will need to contact Firewise independently. We understand there has been no grant to support cost as in the past. Chipping will not happen automatically.

Roads of Wonder (neighborhood garage sale) will happen under new direction. Polly Wolfe managed it for many years. Ads have been posted in the paper.

Golf Course covenants are on the website. Wayne to provide a cleaner looking set.

New Business: The Board had a discussion regarding allowing properties to be treated as “Vacation Rentals”. Wayne indicated that he had received several calls from prospective buyers of Sun Country property as to the possibility to purchase and then placement of property into a “Vacation Rental Pool”

The Board determined that Vacation Rentals are not the same as long term “Lease Rentals”. Vacation Rentals are a business, and a violation of the covenants. – Reminder that the association covenants dictate:

- No running a business out of your home.
- No vacation rentals, which would include sites such as “Air BnB”.
- Any current businesses which fall into this category need to be advised that these covenants exist and will be enforced. A motion was presented and seconded by Ron and Board approved that a letter will be sent to those currently in violation regarding businesses in home. Information is posted on the website.

Four vacancies will be occurring on the SCMA Board this summer. Some names have been forwarded as to owners interested in serving.

Wayne Tyrrell and Ron Sullivan will be leaving the Board after four years (normal term is three). Members of the Board noted how this association has benefitted immensely from their steady and knowledgeable leadership over these last four years. Also leaving the Board will be Jeff Warren (Roads), Ron Sullivan (Vice-President), and Dianne D'Alessandro (Properties). All have served our membership in an exceptional manner. Our departing members will attend the July meeting to transition their respective tasks, information, records to the newly elected members.

Motion to Adjourn by Jeff Warren, Dianne D'Alessandro seconded.

Meeting adjourned at 1:30 pm