



Greetings from the Board of Directors to all Sun Country Members. It is time to put away the snow shovels, ski boots, and winter underwear. As the snow level slowly yields to daffodils and tulips, can spring be far behind? Our community is once again transforming into another season. It is the distinct four seasons that makes our community so attractive. We also want to welcome into our community all the new members that have joined us over the past two years. You have discovered what so many of us have known for a long time. Sun Country is a wonderful place to live.

The Sun Country Community continues to be operated by an elected Board of Directors, as well as one part time employee, Linda Orndorff, who acts as our bookkeeper. Linda is compensated at an hourly rate, with no set hours or minimum pay. The Board is an all-volunteer group, coupled with the fact that this past year's board, was comprised entirely of individuals that were retired, makes the financial burdens on the community almost negligible. To that end, your dollars have been well looked after. Your Board is comprised of seven members elected by the community. Bi-laws call for a minimum of two board members to be elected each year to create an ever-revolving participation from all parts of the community. The seven Board members, on an annual basis, elect the three officers of the Board. The officers are your President, Vice-President, and Secretary-Treasurer. The remaining board are assigned (volunteered) duties as committee chairman. They are:

- Water Chairman who is responsible for the entire water system.
- Roads Chairman who is responsible for everything that includes the surface of our roads including road easements.
- Properties Chairman is responsible for all other Sun Country assets.
- Architectural Chairman is responsible for enforcing the Building Covenant.

Each Committee Chairman, may enroll additional members into a committee to share responsibility on issues that need additional community input. You may remember the formation of the water committee two years ago to help the Board with some vital water decisions and the lawn watering moratorium.

Your Board is the manager of your community assets. What this means is each member is responsible to see that the work gets done, but not to perform the work themselves. Your Water Chairman has the services of Evergreen Utilities out of Ellensburg as our water purveyor, whom is licensed with the state of WA, to look after all the needs of our water system. Our Roads Chairman on an annual basis sends out requests for bid for our snow plow services, as well as road repair. Our Properties Chairman has an ongoing bid process for lawn services and irrigation repair for our parks. Our financial services are performed by CliftonLarsonAllen LLP out of Yakima. Your Secretary Treasurer make sure that the accounting gets completed monthly so that it can be presented to the Board. Most correspondence is performed electronically.

The Board meets on a bi-monthly basis. Dates are chosen to meet the entire boards schedules, and no meeting takes place in December. There is an annual meeting which has always been held on the second Saturday of June. This year's **Annual Home Owners Meeting** is scheduled for June 10th, 2017, at Putnam Centennial (Sr.) Center, 719 E 3rd St, Cle Elum. The meeting starts at 10:00A.M.

At this year's annual meeting, we will emphasize the importance of election of new community members to the board. As stated earlier, the Bi-Laws call for a minimum of two new members. Two years ago, we operated minus one committee member. Since we only filled one new volunteer position last year, two of our Board members volunteered to stay an additional year. That along with two members fulfilling their three-year commitment, there is a community need for **four** new members. It is vital, that we have individuals volunteering to fill these positions. Most of the long-time residents have served at one time on the committee. It is time for new ideas, and that can only happen with new Board members. If you have skills on boards and Roberts Rules, construction, accounting, architecture, manufacturing, management, software engineering, flying airplanes or soccer coach. Or if you have common sense, sense of humor, need to meet you neighbor, share stories, getting involved, your community needs you. Please volunteer. A proxy form to vote/volunteer is attached. Please fill it out and return to the address attached, or e-mail to a board member, or give to your neighbor to give to a Board member.

With this writing, I conclude my last Annual News Letter. It has been a pleasure to be a part of some really good stuff as they say in lingo land. The individuals that I have had the pleasure to work with and learn from have been fantastic. The accomplishments of all the committees has been special. When I arrived eight years ago, the existing Board was working on a new water system. My first meeting was to vote on a contract for the General Contractor for Phase One. Phase Two to follow. Total contracts \$2.8 million dollars. That board put in a lot of hours. Jim, Barbra, Bill, Leigh, Dan, Greg and Reid Kinne. My second term on the board, was the period to work out all the bugs. We created some new working rules. We established the Board would manage the needs of the community rather than self-perform. That Board was less construction and more task. Ron, Bob, Ralph, Phil, Dianne, Jeff, JoAnne, Anne, and Bill. Great individuals all going in the same direction. We implemented the Asset Reserve Study, and funded it. We established a water well maintenance schedule and funded it. We are in the process of replacing well number one which has failed us after close to fifty years in service. What my time on the Board brought me was a lot of friendships, that will last a lifetime. What I have learned is how important it is to pass on all the acquired information that was never written to the new boards as they continue to take care of the business of the community.

Sincerely,

Tyrrell, President





Secretary/Treasurer: JoAnne Guiberson

As I complete a second year as Secretary/Treasurer of Sun Country Maintenance Association I want to once again express my appreciation for the sincerity and integrity of the members of this Board in working together to serve our community. Whether it's the mundane tasks that need to be addressed or the more unexpected, controversial or uncomfortable challenges that the group must face, I'm constantly impressed with the calm and mature approach to solutions that this Board always maintains.

As Secretary, as you might imagine, my role is to record the business of each Board meeting, provide those reports for review by the Board members individually to insure all aspects of the meeting are properly recorded, and present the final approved record to the Vice-President for posting on the association website. Although the Minutes of each Board meeting are posted two months after the bi-monthly meetings, that is the unavoidable process to allow those reports to be reviewed and been then voted on at a subsequent meeting by all the members to insure their accuracy.

Treasurer duties are considerably more fluid involving insuring that the day-to-day expenditures and incomes of the association are accurately recorded, processed, and available for review and approval at several levels.

Day to day expenses and income received are processed by our Bookkeeper (Linda Orndorff) who is on-site in the Cle Elum/Roslyn area and is a most valuable key member of the team. Bills are paid promptly, dues and fees are recorded, communications on normal transactions are provided timely. Linda is an outstanding asset to all our members and is much appreciated by all on the Board. The expenses of the association are processed in an online financial program (Bill.com) overseen by Linda, with all invoices for payment sent to appropriate individual Board members for approval. Once approved, that program alerts the Treasurer (JoAnne) to authorize payment. In most cases bills are received, approved, and processed for payment within a very few days, usually less than 3. At a summary level, all financial activities are overseen by a CPA firm (previously Finanza in Ellensburg, now absorbed by Clifford, Allen, Powell in Yakima) Our actual CPA remains the same person. Monthly financial reports are compiled and provided to myself for review. Once reviewed those reports are provided to the Board members for review and approval.

Budgets of individual committees are tracked on a regular basis, and ultimately reported to the community at year-end. Residual budgeted/unspent or unallocated funds are transferred to Reserve accounts (per the Reserve Plan) annually to cover both planned and unforeseen expenses in order to protect, insure and grow owners' investments in their properties in Sun Country.

Thank You, our great community, for the privilege of serving in this capacity for the last two years. My impression is that this association is unique among its "peers" reflecting on the quality of the Board Members you have elected and the group personality of this membership.

JoAnne Guiberson



Vice President: Ron Sullivan

Wildfire Prevention for Homeowners

As you might recall from years past, Sun Country is a Firewire Community. Kittitas County Conservation District (KCCD) offers a free home risk assessment to help landowners recognize wildland/urban interface fire hazards in addition to incorporating Firewire planning into existing and developing home-sites and communities. In the past, Susanne Wade was the contact person. If you have areas that did not receive attention in the past and you would like to have further involvement from Firewire please contact:

Rose Shriner (GIS Specialist/Natural Resources Project Manager

Kittitas County Conservation District

2211 W Dolarway Rd | Ste #4

Ellensburg | WA | 98926

(509) 925-3352 ext. 202

Or e-mail: rose_shriner@conservewa.net

SCMA Website

We are looking for someone with the knowledge of web design and programming to volunteer to maintain and update the website. If you are interested, please get in contact with Ron Sullivan, 206-947-3511.

Properties Chairman: Dianne Dalessandro

Alert: DOWNSIZING free standing Mail Boxes:

The open bank of mailboxes on Hermitage Drive has become unsightly. Many boxes are falling apart or in disrepair. Mailboxes that appear abandoned, having no name or address will be removed and discarded after August 1st. The remaining boxes will be consolidated into the right section of the stand and the remaining section will be removed to prepare for a new locking bank of boxes. If you have a box you would like to keep, it needs to have a functional door and be identified with your address by August 1st. You may opt for a secure locking box available in the 2 new banks installed this fall. Contact me for information and availability.

Tree removal:

The Sun Country Board reviewed and clarified policy regarding tree removal. For clarification of the policy, please read "SCMA Tree Removal Policy" on the SCMA web page. Copies of the policy will be available at the annual meeting on June 10th. Several dead or dying trees within road easements were removed last year to mitigate risk for falling on power lines, roads, or private property. Please report any trees you believe may present an eminent risk to roads, property or power lines.



Mowing, clearing brush, and unsightly detritus in accordance with covenants promotes stable property values and good neighbors. This letter serves as notice that your property is required to be mowed and brush/detritus cleared by **Memorial Day (May 31), again by July 4th, and then again by Labor Day in September.** If mowing or clearing has not been done and the lot is judged to be unsightly or neighbors complain, the Association will contact Swiftwater Landscaping to mow and clean up debris. **The bill for this service plus an association handling fee will be sent to the property owner.** Please be a good neighbor and avoid a service charge. Arrange for mowing on your own. Alex Borek, Swiftwater Landscaping, Cle Elum does general community mowing. (Licensed, Bonded, and Insured) He is an option for mowing and clean-up of your lot(s). He may be reached at 509-304-5188.

Discard of grass clippings, cuttings and other debris from your property onto our common properties, parks, or your neighbors lot is not neighborly and is unsightly. Please consider composting or take your green debris to the Cle Elum garbage, composting, and recycle facility for a small fee.

Serving on the SC Board: Serving on the Board of Sun Country for three years has given me an opportunity to learn about our community and participate in vital decisions. I've grown to understand the complexity of the infrastructure that supports this community and had the pleasure of serving with my neighbors who are dedicated and so very supportive of the vision for this community as it grows. Each person in this community serves a vital role in the wellbeing and value of our assets. Neighbors such as Bob Hammon and Ralph Moore, who are always willing to do the heavy lifting when something goes wrong, to neighbors who plowed berms so neighbors could get out after heavy snow, and the water committee who helped us deal with the drought conditions, make this community work because they participate. Serving on the board is an excellent way to share the load. In summary, the duties of the Properties Chairman are to oversee and maintain the association's common property in the form of our parks, the easement corridors for utilities, as well as enforcement of covenants, and work with the other members of the board to conduct community business.

2016 Newsletter Reserve Study Report (From Last Year's Annual Newsletter)

One of the newly budgeted items last year was a comprehensive "Reserve Study." That study was completed and reviewed by the SCMA board in September of 2015. It is a comprehensive review of assets, at that time, and projected cost over the lifetime of those assets. Recommendations are made regarding funding of adequate reserve funds to reduce the chance of large assessments for unplanned for expenses. Prominent features are the recurring cost of chip sealing our roads and the many components of our sophisticated water system installed 7 years ago. The study has been published on the SCMA web site at http://suncountryma.com_board.html. I encourage every lot owner to review the study and its recommendations. It is clearly written and comprehensive. We also published a plan for funding reserves. That document will be on the Web site in the Financials Tab. It makes recommendations for increasing annual dues based on the reserve study. Please take the time to review this document as well.

SCMA Reserve Fund Report March 2017

Reserve Fund Review:

The contributions to the newly established reserve funds budget designations are as follows:

Line 1003 Water Reserves (Umpqua Bank)

Minimum Contribution projected for 2016: \$10,065
Reported 2/28/17 Balance Sheet: \$25,414.
Budget Line 1003 Projected Balance May 2017: \$35,479.

Line 1008 Common Property (Umpqua Bank)

Minimum Contribution projected for 2016: \$3,219.
Reported 2/28/17 Balance Sheet: \$3,218.
Budget Line 1008 Projected Balance May 2017: \$3,219.

Budget Line 1004 Road Maintenance (Umpqua Bank)

Minimum Contribution projected for 2016 \$15,375
Reported 2/28/17 Balance Sheet: \$53,378.
Budget Line 1040 Projected Balance May 2017: \$68,753.

- Total reserves reported in 2/28/17 for those budget lines \$100,024
- Total Reserve Funds projected for May 2017 \$115,056
- Projected anticipated expenses in 5 years (2021) \$364,008

Annual Dues increase for 300 lots on SCMA Water System for 2017 will be \$20.50 for a total Annual due of \$1,043.50

Annual Dues for 8 lots NOT on SCMA Water System for 2017 will be \$946.45

Dianne Dalessandro





Road Committee Chair: Jeff Warren

Hello neighbors, this year ends my term as roads chairman.

As roads chairman, you're responsible for contracting snow removal and access to fire hydrants. Coordinating snow removal is a group effort shared with full and part time residents. Repair, safety including signs and road markings also your responsibility. Spring weed control of shoulders and easements is shared with the properties chairman.

Our roads have continued to hold up well and we continue to save for future resurfacing. We had substantial snow this year with warming then freezing temperatures that left us with a couple weeks of ice base. This last winter's snow and ice challenged our plowing contractor as he had equipment breakdown. Bogeys Construction had their main plow truck out of service for a couple of weeks. Luckily, they had additional equipment to maintain minimum access. We also received some emergency back up from Jason Cook at Always Excavating. He widened the areas that were not passable by two vehicles, and removed snow from the entry to the cul de sacs.

Bogey is looking to upgrade his current equipment and acknowledges the need for improvement in several areas. I would recommend a review with this contractor before next year's contract award. If possible allow two contractors with one dedicated to fire hydrants and back up the main. Give both the opportunity to then work residential requests.

Architecture Committee Chairperson: Anne Crow

This has been my first year serving as chairperson of the Architecture Committee. We have already had several submissions this year for plans to build new construction and remodels on Sun Country lots.

The Committee consists of at least three (3) people who review plans for any significant improvements on Sun Country lots, and ensure that the changes are within the aesthetics of the community and the governing covenants. Any changes to lots need to be approved by the Committee. These changes can be new construction, remodels, additions of decks, outbuildings, fences, driveways, and color schemes, just to mention the most frequent improvements. Owners should submit a set of plans and specifications showing the exterior design of the building and elevations, the layout on the lot and setbacks, location of driveways and parking areas, scheme for drainage and grading, landscaping, and materials used for the roof, siding, porches, decks, and driveways. The plans need to conform to the covenants that pertain to the lot, e.g., The Highlands, The Ridge, St. Andrews, Division 1, Division 2, and Division 3. We realize that time is of the essence where construction is involved, and the Committee will review the plans in a timely fashion, within 30 days.

The requests can be submitted by email to me at annebirdcrow@gmail.com, or phone me at (206) 949-1969.

Water Chairman: Bill Vertrees

Neighbors

It has been an eventful last year. We started the year with 4 wells with well 1 barely working. Just before the annual meeting a well maintenance project was started on wells 1, 2, and 3. The project confirmed well 1 was plugged and not repairable. Wells 2 and 3 were cleaned and videos of all three wells were given to SCMA. After the maintenance project, we can pump 92 gal/min by the remaining 3 wells which roughly equates to a maximum pumping capacity of 4,000,000 gallons per month.

SCMA operates the water system with an annual operating permit from the Dept. of Health. The original SCMA water permit from Department of Ecology is for 180 gal/min of water.

Our approximate monthly water consumption for the 2016 summer was about 3,000,000 gal. We are using about 75% of the three-well's pumping capacity of 4,000,000 per month.

We were able to accomplish last summer's non-moratorium water availability success because of initiatives by the previous water chairman and the Water Committee. The three major initiatives will continue into the future are:

1. Find and reduce "system/unaccountable" water losses.
2. Focused and timely notification to lot owners of potential owner's water leaks. An owner water leak is defined by a water meter running continuously for 24 hours.
3. Notification to lot owners who consume over 15,000 gals/month per lot. The notification was both informal (verbal) and formal by a mailed notification to excessive water users of the overage water quantity and the potential in the future to be charged. The SCMA board is continuing the establishment of excessive water user notification and formal establishment of policies, process and charges to charge those lot owners for excessive water usage.

Beyond continuing previous initiatives, the highest priority for the board, water chairman and water committee is to increase well pumping capacity by drilling a replacement for well 1. The new well will be drilled in the spring 2017 and included in the system by summer. Having 4 functional wells provides redundant pumping capacity should any well fail and for future growth.

Water Chairman, Bill Vertrees



Water Billing: by Anne Crow

With the winter we just had, it's hard to imagine that we were in a drought the summer of 2015 and had to impose a water moratorium. During that time, the Water Committee took a thorough look at our wells and water storage and delivery system, and scrutinized the water usage by individual lots. We were surprised to see the amount of water that some owners used. Individual water use by some owners was up to 89,000 gallons in one month. Consequently, the Water Committee recommended and the Board approved billing for excessive use of water to encourage conservation and to spread the cost of providing water among those who use it the most.

Last October, letters were sent to 52 owners who used more than 15,000 gallons of water per lot in any one month during the months of June, July, or August. A "potential" bill of \$0.0033 per gallon over 15,000 gallons was presented with the letter. These bills were not due, but were designed to inform owners of the cost of using that amount of water. Total billing added up to \$5,568. There were 8 owners who had a bill of over \$100 in one or more months. Corrections were made to account for multiple lot owners.

This year, we intend to mail actual bills for water use for the months of May, June, July, and August. Only those who use more than 15,000 gallons per lot will be billed. The billing rate is \$0.0033 per gallon for the amount over 15,000 gallons per lot per month plus a billing fee of \$10. If you receive a billing letter for water used, the charge billed will be due within 30 days just like any other municipal water bill.

We will post the water use for all owners by lot number on the web page so individuals can monitor their own water use, regardless of whether they are over the 15,000 gallons per lot per month allotment. Meters are read by Evergreen Valley Utilities during the first week of every month, and their report will be posted on the website shortly thereafter.





Administrator: Linda Orndorff, H-509.649.3138 C-509.674.8693	<u>Annual Meeting: Saturday, June 10, 2017 at 10:00 am</u> Location: Putnam Centennial Senior Center 719 East 3 rd (at 3rd and Yakima) Cle Elum, WA <i>Please mail in the proxy form if you are unable to attend!</i>
Current Board Members:	President: Wayne Tyrrell 425.864.5733 Vice President: Ron Sullivan 206.947.3511 Sec.-Treasurer: JoAnne Guiberson 425.417.4595
Committee Chairmen:	Architectural: Anne Crow 206.949.1969 Properties: Dianne Dalessandro 206.914.4386 Roads: Jeff Warren, 206.304.4991 Water: Bill Vertrees 509.899.4793 Water Committee Anne Crow 206.949.1969

Proxy Form

Annual Election of the Board of Directors of Sun Country Maintenance Association (SCMA)

This notice will serve as my written permission to have _____ another SCMA
Print Name of SCMA member

member vote my vote (one vote per lot owned) for the election of Directors of SCMA at the Annual meeting to be held Saturday, June 10, 2017.

Lot Owned: Division # _____ Lot # _____ Owner: _____
Please Print

Signature: _____ Date Signed: _____

**Mail to: Secretary-Treasurer
SCMA
PO Box 244
Cle Elum, WA 98922**

Proxy may be duplicated for each lot owned.