

**Kahler Glen Community Association Board Meeting**  
**17 July 2016      9 a.m.      KG Conference Center**

Board members present: Mary Long, Paula Robinson, John Christianson, Nancy Miller

Board members present by telephone: Dwight Miller, Kathryn DeMeritt, Brook Fritz

Community members: Tim Gallagher, Mary Gallagher, Bill Miller, Dan Forbes

President Mary Long called the meeting to order at 9 a.m. and noted the presence of a quorum.

Communications Report by Kathryn DeMeritt

A number of communications have been received by the Board. Topics include:

- Plan to move and screen residential propane tank
- Discussion and payment of fine for rental in violation of CCRs regarding residential capacity
- Complaint about ditches (manager: was on the work schedule and has been remedied)
- Appreciation of small sports court (manager: repair to pad and landscaping completed)
- Adjustment of sprinkler needed (manager: completed)
- Query re stocking of ponds with fish (manager: presence of at least 2 adult and 2 young otters precludes stocking at this time; there are also funding issues)
- Complaint about neighbor's overgrowth (manager: resolved between neighbors)
- Report from Bill Miller re response to Winter Rec request for donations: currently 4 received

Correspondence was sent to

- Residents regarding use of inappropriate area for dumping (manager: residents have stated that they will remove materials)
- Warning about bright exterior lights
- Response to request for contractor's list
- K. Hendershot offered to walk board through house under construction
- Notice to owners with noxious weeds on their property (Kathryn: all but two complied by removing the weeds or contacting CAST); warning letter will be sent to two non-compliant owners, in preparation for cleaning the lot and billing for the service

Kathryn pointed out that there were overgrown vacant lots that are unattractive and have attracted negative comments. Mary authorized Kathryn to send letters to these property owners.

#### Architecture Committee by Paula Robinson

Paula shared a site layout that has been submitted to the Architecture Committee. Gary noted that the plan intruded on easement areas. Paula will return the plan to the home owner with explanation.

Mary Gallagher stated that there is no signage on the old dump pile to forbid dumping, and the rock in the road can be easily driven around. Kathryn said that the green cart is still dumping there regularly. Gary said that this is the Cushman cart, which belongs to the golf course. Gary will check to see that the materials have been removed from the closed dump site, and will contact the golf course management about appropriate dumping practices.

#### Manager's Report by Gary Marks

John Torrence, John Christianson, & Gary Marks met with Dept. of Health on June 14th in Spokane. It was a good meeting in which it was affirmed KGCA will be updating the existing Small Water System Management Program (SWSMP).

Checklist for development of SSWMP:

- Must meter all users by Jan 2017; no provision for extensions
- Must list all assets (eg., pumps, meters)
- Need 6-yr management plan rather than 5
- Septic system capacity rather than number of bedrooms is the driver for this program
- Description of our water rate plan.

As much of the writing will be done in-house as possible in order to minimize outside fees. John C and Gary are checking manufacturers for specs and estimates, and neighboring communities for their choices and experience, to recommend the best metering system to the board. There are both wireless systems and systems that require a human reader available. The entire community will use the same type of meter. The condo associations can sub-meter their systems if they choose. Board will need to decide on a billing schedule and on meter reading. Tim Gallagher suggested that the letter from the Dept of Health be sent out to community members, so that they are aware that these actions are required by law, rather than from the Board. Individual non-compliance regarding installation would cause metering to be done where residential water system meets the community system, requiring excavation, etc., a much more expensive option for the individual homeowner.

Gary reported that the audit is going well and he expects that last year's tax payment will be refunded. He will meet with Esther on Tuesday to go over billing and invoicing.

Gary asked that Michelle Green be told to finalize the purchase and sale agreement for the avalanche lot.

Gary pointed out the cleanup of the area previously containing the Pepsi machine, and the removal of the van and pickup, also the totes are ready for pickup. Gary said that orders for the new equipment have been approved and the delivery should be within one month. Gary reported that some trees have to be removed to make a line-of-sight available for the wireless monitoring, should it be chosen.

Mary Long said that we need a long term plan for tree removal. Dan Forbes suggested that an arborist be consulted. Tim Gallagher suggested that a forester be consulted. Gary suggested that the Landscape Committee (Anita Miller's group) should be contacted also. Bregelmans want to redesign and remodel their property's interface with the golf course. Mary Long said that they should put a plan in writing and submit it to the Landscaping Committee.

Security around the dumpsters was discussed, as unauthorized dumping continues to be a problem. It is possible that a camera system will be needed. It was suggested that the community association might need to contact the housekeeping services.

Gary said that the sign at the "Y" has fallen down. Mary Long said that the golf course has been notified. John Christianson has volunteered to assist the CAST in fixing it, and the work has begun. Gary said that the lease has language relevant to signage, and he will check on that.

Gary said that the golf course has complained of a clogged drainage pipe on Pond #9 which is leaking. Possibly a pipe was opened and cannot be closed. Mary Long said that the golf course has a list of blockages that it has recently delivered to her, and that the golf course said it had reported by "Danny talking to Mike." Mary Long said that a process and response time was needed. John C said that the proper procedure was to e-mail Gary in a timely fashion with the complaint or information with a cc to Mary Long and himself.

#### Water Report by John Christianson

John reports that

- He is working with DOE on a request (letter drafted) for Conformance to Municipal Use for our active/used irrigation water rights. This is in addition to our previous (January 22, 2015) request for municipal conformance of our two domestic groundwater well permits. (Well #2-G4-29579P and Well#5-G4-30879P).
- Well #4 (by corner of shop): 24 hour pump/aquifer test with Tumwater Drilling & Aspect consulting is scheduled on Tuesday the 19th. This will provide the info needed to

correctly size the well pump so we can get it installed and put this well into use for irrigation water his year.

John reports that regarding water meters:

- A new water meter has been installed adjacent to Pond 4 and Hole #3 Tee box that will now accurately record the amount of domestic water from Tower #1 supplied to the irrigation storage ponds.
- Two new water meters will be installed on the irrigation galleries feeding Pond 10 & Pond 4 that will record the amount of water withdrawn from these two wells. New/replacement meters will be installed in the irrigation pumping vaults to document the amount of water actually used by the irrigation systems.

John reported, regarding Residential & Condo Water Meters:

- WAC 246-290-496 Metering requirements. -- Meters must be installed on all existing direct service connections and clustered entities by the compliance date of January 22nd, 2017.
- In our meeting with DOH, John did ask and there is not a process to file for an extension - the compliance date of January 22nd, 2017 for all the required meters to be installed is firm date.
- This effort requires an individual meter for every residential connection and "clustered" units/condos can be measured through a single meter if fed from a single source.
- it is his understanding that in 2013 the KGCA Board decided that each home owner or condo connection would pay for the cost of their respective meter installation through an assessment. We need to have this verified.
- Gary and John are currently reviewing different water meter options, looking at unit costs, ease of installation, data recording & reading & billing costs.

John reported, regarding the Well #5 Connection Project:

- It will be designed by Torrence Engineering and Z Engineers with support by knowledgeable KGCA and LLC entities.
- A meeting will be held at the event center with applicable stakeholders as a design kick off meeting. The intent of this meeting is to identify and review early in the design process the connection options as well as any concerns associated with the location of buried utilities and/or other debris.

Suggestion was made that the authorized funds for the water project that are not spent this year could be applied to this project, provided that the later revenue will replace the spent funds in a timely way re completing the project.

John said that Randy Pelton had already been informed of the physical work of installing the metering and had no objections.

Regarding crack sealing on the asphalt roads, John C reported that Home Depot has a little machine available for about \$1200 that could be used on small projects, but that there is no money budgeted for road resurfacing this year.

Treasurer's Report by Dwight Miller:

Dwight said that the books are not done, so he has no report. He will e-mail it to the Board when it is completed.

Dwight reported that the foreclosure suit is proceeding. A payoff amount was sent to the owners and they have chosen to go to court. Michelle Green's firm will handle it.

Old Business:

Kathryn reported that she had located the owner of the other lot under consideration for purchase now that it has been labelled as unbuildable. An official document from the county will be required.

New Business:

Mary reported on the proposals for labor and equipment rates between the golf course and the CA. It was suggested that the wording of the document from the golf course needed to be modified to more clearly reflect the original agreement. Dwight Miller inquired about the splitting of the cost of the electrical box. Mary Long invited him to the next meeting with the golf course personnel and Dwight agreed. Mary said that we have received a bill from the golf course for damage on Hole #8 in 2014. Gary said that we are not responsible for this item, and that Mike Wandell has sent pertinent information to the lawyers. Mary Long said that the golf course has requested that the CA replace the net at the driving range, but the nets were previously reviewed in the lease and determined to be a golf course responsibility.

Mary Long said that she communicated to the golf course that the conference center is ready to rent, but that no further communications have been received. Mary said that she has not received the list of previous events/users that she requested, but that she has communicated the conditions for rental (fee, deposit, no liquor) to the golf course.

Mary asked the board to authorize Dwight to lower the price of the lot for sale by the pro shop to \$53,500 through Steve Craig. All Board members raised their hands in the affirmative. Putting the four lots on the front nine onto the market was discussed, but postponed until the Board knows "the cost of doing business", ie., the drainfield situation and other details.

Kathryn DeMeritt said that she has completed her rules pamphlet, all related to the covenants but in more user friendly language. A short, separate list of guidelines as 'best practices' is also included. John Killian pointed out that the covenants had different timelines than the pamphlet. It was decided to allow an extra year for landscaping before taking any actions. There was no objection.

Landscape Committee by Paula Robinson:

Paula and Anita Miller surveyed the property with an eye to beautifying the common areas. They developed a list, and now need to prioritize. They decided to emphasize “first impression” areas, namely, the ‘entrance’, ie., the overflow lot, the big rock/electrical boxes, and the mound. Gary said that some of the landscaping money had already been used to buy gravel to repair the smaller sports court.

Anita has created a notebook of design ideas which Paula will bring to the next meeting.

Mary Long announced that there will be an LLC meeting with our Board on Monday, August 15 at 1 p.m. at the Conference Center.

The next meeting of the CA Board will be Sunday, 14 August at 9 a.m. in the Conference Center.

Mary Long declared the meeting adjourned at 11:15 a.m.

Respectfully submitted,

Nancy M. Miller

Secretary, Kahler Glen Community Association Board