

Kahler Glen Community Association  
13 November 2016      9 a.m.      KG Conference Center

Members of the Board present: Kathryn DeMeritt, Dwight Miller, Brook Fritz, Mary Long, John Christianson

Also present: Gary Marks, manager

Community present: Bill Miller, Mark DeMeritt, Neil Taylor

The meeting was moved from the Conference Center to the Athletic Club, as no-one had a key to access the Conference Center.

Mary Long called the meeting to order at 9:11 a.m. in the Athletic Club meeting room. Mary noted the presence of a quorum.

Nancy moved that the minutes from the October meeting be adopted as published on the website. Motion was seconded and passed unanimously.

Paula Robinson arrived.

Communications Report by Kathryn DeMeritt:

Kathryn reported receiving communications on the following topics:

- Query about what the monthly dues pay for;
- Request for clarification on how to sign up for George Wilson's email notifications;
- Query whether there was someone living in the restaurant basement (answer is no);
- Complaint about bright lights in the community;
- Comment regarding topics of executive sessions (see RCW 64.38.035 [4]);
- Query regarding progress report from engineers and its availability (see John Christianson's report);
- Query: is each homeowner and condo association responsible for "blowing out" their irrigation system to prevent winter damage (yes; CAST can handle it);
- Complaint about specific homeowner not maintaining residential landscaping;
- Owner of home under construction informed board of estimate completion date; and
- Request for update on avalanche lot (CA does not own this lot).

A discussion followed concerning how to communicate with Kahler Glen residents most effectively in times of emergency and for ordinary community news and updates.

Policy concerning complaints was discussed. Currently, board acts on written, signed complaints, and needs specifics (address, name, narrative) of situation/incident in order to act.

It was suggested that next year the CA should send out a "preparation for winter" checklist to homeowners. Randy may have a template.

John C said that Gary or staff needs to inspect the avalanche lot. Previous communication re cleanup was done by certified letter.

Paula moved that we contact our attorney re the advisability of purchasing the avalanche lot and whether we can set a date by which the lot must be cleaned, then clean the lot up and charge the owner if the work isn't done. Nancy seconded; passed unanimously.

Nancy will review the past year's minutes to be sure that the posted, final version complies with RCW requirements for executive sessions, should one have taken place.

#### Manager's Report – Gary Marks:

Gary explained the anticipated results from the use of the new snow removal equipment. He plans to call all of last year's customer list to confirm that they want CAST to continue to clear their driveways. Dwight moved that, because of the increased capability of the equipment, the CA not charge for berm removal, that it be part of the road clearance. John C seconded. Motion passed unanimously.

Gary reported that the ranger from the State Park is interested in using some of KG's snow equipment as part of a trade for services in our cross-country grooming arrangements.

Gary reported that he is confident that the old snow groomer can be repaired and used to groom our internal cross-country trails.

Dwight reminded the meeting that the budget has \$7500 for grooming.

#### Financial Report by Dwight Miller:

Dwight reported that our finances are overall in good shape, specifically:

Balance for September: \$273,153; for October \$256,609.

P&L: October Income \$44,105      October expenses \$50,531

Year-to-date as of 8 October 2016: income: \$369,765      expenses: \$260,323

We are expecting \$10,775 in additional expenses next month, for 2<sup>nd</sup> half property taxes.

Water Projects: income \$426,851      expenses \$194,184.

Three or four assessment payments are still overdue.

Dwight will be renewing several liens. Dwight will consult about policy re our long-term past-due accounts, to decide whether they should be taken off the books.

Mary said that the webmaster will be instructed to create a Financials folder on the website, and financial reports will be regularly filed there as soon as the folder is up and running. The folder will contain the current budget and the current monthlies, and outdated material will be archived. Kathryn stated that the material should be in pdf form.

Dwight reported that changing our current deductible (\$1000) to \$2500 or \$5000 would save \$226 of a \$642 premium. He recommended making no change, and so moved. Paula seconded. The motion passed unanimously.

#### Water Report by John Christianson:

#### Water Meter Project(s):

KG Condo Association, Natapoc Meters: All required water meters have been installed. The meter pit/hole for buildings F, G, H will be backfilled and restored this coming week.

Athletic Club: Completed - Water Meter installed and work site restored.

Conference Event Center: Completed - Water Meter installed inside storage room adjacent to Kitchen.

Pro Shop/ Restaurant – 1.5” inch meter – to be installed within the next month.

Residential Meters: Awesome effort so far by the majority of our homeowners!!!! We only have about 20 homes that have not yet installed their respective water meter. Reminder to contact John Christianson at jchrist489@comcast.net if you need any assistance determining what meter you need or to pick up your respective residential water meter. John is located at 20681 Miracle Mile.

The Radio based meter reading equipment was delivered and has been turned over to Gary Marks. The necessary training was conducted on November 3rd & 4th with excellent results. All installed water meters and subsequent usage data was picked up and recorded very quickly with this equipment. Gary Marks was trained to “enter” the required information for all new and recently installed water meters. John C recommended that staff continue to use the equipment regularly to maintain familiarity. He recommended that the equipment be stored in a safe and secure location.

#### Well #5 Connection Project:

John Torrence and his staff are in the process of evaluating the “connection” options that were identified during the design kick-off meeting.

#### Water Rights:

Municipal Conformance Request has been submitted to DOE for approval. On November 6th Carl Einberger with Aspect Consulting contacted Trevor Hutton at the Dept of Ecology and formally requested a status update which we hope to receive from the DOE within the next two weeks.

#### Other Water System Info:

Water System Emergency Response: During the Natapoc water meter installation, a water line was hit and broken, requiring that the main water supply be turned off to all of Miracle Mile multiple times over three consecutive days. Based on the calls from many homeowners wanting to know what is going on, we must improve in the timely emergency communication(s) to our Kahler Glen property owners. Clear roles and responsibilities must be established, E-Mail and Phone #'s are easily assessable and the “word” gets out very quickly. John recommended that our Property Manager perform the necessary emergency “Blast” communications.

#### Firewise Report by Gary Marks:

Mary Long opened the discussion by stating that we are a Firewise community, but that does not mean that all properties comply with Firewise standards.

It was noted that there had been brush and small tree removal and limbing of trees on property adjacent to the restaurant and across from Natapoc. Concern was expressed that this wasn't announced ahead of time. The property manager noted the large amount of community spaces to maintain and also spoke to the efficient use of CAST time.

There was disagreement over whether board policy required that the board approve of every instance of tree removal in Kahler Glen.

Bill Miller explained information concerning an available Firewise grant and distributed a map showing the areas that would be involved in the grant. He explained that the suggestion that modification be made between the overflow parking lot and the creek to re-open trails there is likely not possible at this time, as the nearness of the creek requires special state permits. Areas of concern to the grant would be opening an evacuation route beyond upper Miracle Mile; cleanup of the old play area, and of overgrown properties adjacent to four identified residential lots. There will need to be two bids to complete the application process.

Dwight Miller pointed out that there was no money in the budget for this project. Kahler Glen's share would be one-half, or \$2400-\$3000, which could be paid off by banked work hours from residents or Gary's team. Mary pointed out that we could apply for the grant and if it was received but we had no money, we could decline to accept it. Several board members agreed. John Christianson mentioned that we might have to pay up front and apply for reimbursement. Mary added that we need a budget item for such applications.

John C moved that Bill Miller be authorized to complete the process of applying for the grant. Paula seconded. Motion passed unanimously.

Discussion was opened regarding possible limbing and tree removal. Such removal was attached to several goals: making passage easier for the state's cross-country groomer, making some telemetry possible related to water meter and water tower reading, and treating areas of concern to Firewise. John C suggested that we needed to revisit the wi-fi scenario. He wants an internet connection at the shop, as well as telemetry for the wells and towers. At one time there was wi-fi at the shops and/or the conference center. John C would like a plan that lays out 1) what are we trying to measure via this internet system? 2) what are we measuring now? And 3) how will the community as a whole benefit from whatever changes are made.

Dwight commented that the limbing/cutting plan seemed ok for sites #5 and #2, but he wanted to check the telemetry plan before proceeding. Paula queried about the clubhouse (site #2) trees. It was confirmed that stump grinding is not part of these projects.

Mary Long moved that the limbing and clearing designated as map sites #3, #4 and #5 be approved. Kathryn seconded. The motion passed unanimously.

The suggestion to remove 3 trees by the clubhouse is supported by the golf course and by Firewise standards. This would also ease the pass-by of the state cross-country groomer. Mary suggested that there be ten days for comments after the newsletter goes out, and that following those comments the board will vote by email. There were no further comments. Without objection, Mary declared her suggestion passed.

#### Community Forum:

Bill Miller announced that there will be a community Polar Bear dip between 1 and 2 p.m. on New Year's Day. Gary Marks is coordinating. AC, restaurant, and other involvement is not yet decided.

Bill Miller said that the community should give a shout-out to John Christianson, whose experience, talent, and diligence have supported the ongoing legal and physical efforts to secure our water rights and get the water system established and operating properly. There was general acclaim for John!

Neil Taylor asked how to contribute to the expenses of cross-country grooming. Bill will inform him. Bill reported that \$1950 has been collected and delivered to the state park to support the cross-country grooming. Since the KG budget has \$7500 budgeted for this, the project now has \$9450 available. Bill intends to send out additional notices to those in the rental pool who have not contributed, as this amenity is particularly attractive to their clients.

Gary commented that the old KG groomer can be used to groom KG's internal paths. Bill said that the old groomer will have to be modified to match the state park groomer's path.

Dwight said that we should have this amount into the budget for next year, so that the collection is a one-year event.

Without objection, at 11:51 a.m., Mary declared executive session for the purpose of sharing legal advice from the attorney with board members unable to attend the meeting with the attorney. Community members left.

Executive session ended at 12:22 p.m. Paula moved that the meeting be adjourned. Brook seconded. The motion passed unanimously.

The next meeting will be on 11 December 2016 at 9 a.m. in the Conference Center.

Respectfully submitted,  
Nancy M. Miller  
Secretary, KGCA Board