



Sunlight Waters Country Club

Sunlight Waters CC Board Meeting Minutes

March 11, 2023

Call to Order

The March 11, 2023, meeting of the Sunlight Waters Country Club Board of Directors was held in the Clubhouse with a Zoom option.

Call to order by Vice-President Brandy Lobdell 10 AM.

Attendees

Roll call

Brandy Lobdell (Vice-President), Doyle Beekley (Trustee), Mike Josenhans (Trustee), Donna Mayo (Treasurer), Dave Korpi (President, remote), Jeannine Takaki (Secretary)

Guests

Facilities Manager, other

Agenda Approval

1. Remove items for Collections Policy and Trustee Conflict
2. Add item to Executive session
3. Add item for rehab bridge proposal

Motion: Move to approve agenda change. Seconded and approved.

Previous Meeting Minutes

Motion: Approve the minutes of the regular February Board meeting, and the minutes of the February 27 special board meeting. Motion seconded and approved.

Treasurer's Report

The Treasurer presented this month's figures:

- Checking: \$29,572.39
- Savings: \$56,277.20
- Reserve: \$78,596.22
- Debit card checking: \$955.37
- Total: \$ 165,401.18
- Collected \$47,028 towards 2023 dues. Still need to collect \$63,372.

Will post a friendly reminder on Facebook. **Get your dues in by March 31** so that you can vote at the annual meeting.

A motion was made to approve the Treasurer's report; seconded and approved.



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Facilities Manager's Report

Erin Schultz reported on activities for the preceding month:

Correspondence

Quite a few outstanding. We have implemented online payments but are experiencing bugs. Email or call for help.

Accounts in arrears

- We are getting better. Before we had 47 accounts (\$78,854.82), now reduced to 41 accounts (\$72,229.34), and as of today, 29 accounts (\$68,346.57).
- We can now add 12 liens.
- Have been in touch with a new collection agency that will offer us a 15% commission for the first 30 days.

Enforcement

Received one complaint that was remedied prior to a fine being levied.

Unfinished (Old) Business

Bridge Update

- Steel testing: Mike had a contractor take steel samples to a testing lab to assess the strength of the steel in the bridge and found that it was 20% better than what was assumed.
- The engineer took that result and reevaluated load ratings based on fire trucks and declared both fire trucks able to cross bridge with no problem.
- We notified Brandon (Fire Chief) and got confirmation that we are clear.
- KRD coordination: Requested that we be allowed to use the other road to move traffic while bridge is shut down for construction. They agreed to review the idea.

Damaged Letter Box

Need to reach mailman to assign boxes with his approval. A community member volunteered to talk to him.

Assignments

- **Insurance for bridge:** We have liability which is required by county. We are in the process of obtaining insurance for full replacement from a high-risk surplus carrier. This takes time because of unique exposures.
- **Firewise grant:** We got a \$3000 grant for Firewise activity. That will fund projects but we still need volunteers. The grant will pay for chipper and cleanup, preferably a chipper on a trailer so we can move along.
- **Firewise event:** Clean up yard waste and leave it on the street for pickup April 22 and May 6. Meet at Clubhouse at 9 AM. Reach out to neighbors who need help.



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- **Log Firewise hours:** The more hours we can log, the more opportunities we have for future grant money. Your hours spent cleaning up yard debris count!! Contact the office for info on how to log hours. At minimum we need 200 hours.
- **Free Firewise evaluation:** You can ask Wendy Mee to come to your house and help plan your yard to be more Firewise. Wildfire Ready also provides a free assessment.

Attorney Services

Dave drafted a process for getting authorization for consulting with an attorney.

Action: Move that the Board approve the Resolution regarding Attorney Consultations as read. Seconded.

Work item: Need to review and post online previous policies and resolutions.

Committee Reports - Architectural

No activity this month.

Committee Reports - Governance

- Okayed Trustee Conflict of Interest Guidelines.
- Reviewed proposed by-law changes and materials for annual meeting.
- Drafted changes to Clubhouse Use Guidelines.

Committee Reports - Community

- Will do a community garage sale on May 6. We will have hot dogs for sale at the Clubhouse and you sell your items at home. Will advertise in local papers and Facebook. This is a great chance to declutter your yard and home!
- Newsletter is on pause.
- Welcome packet is moving along.
- Will post Firewise event info on Facebook.
- Please volunteer! We need writers, helpers, and your skills. You don't have to live here to volunteer.

Committee Reports - Roads

Obtained a road work budget for 2023 road work and sent it to Donna.

Committee Reports - Pool

We had an opportunity to apply for a grant, and we completed a proposal in a very short time. (This was a lot of work – thank you Donna!)

We are unlikely to win the grant because we haven't saved any money for the project, and they typically expect *some* contribution. However, now we have a history of applying for grants and can also begin the process of budgeting for a pool.



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Committee Reports – Budget and reserve study

- We updated the reserve study, adding big maintenance items such as Baker Building, pool upkeep and repairs. Will post the updated reserve study on web site so everyone can review.
- Changed road budget to spread it out more.
- Will continue to work on budget till middle of April.

Committee Reports - Nominations

Five positions are open -- three departing trustees and two vacated positions. Several people have nominated themselves to serve – thank you!!

New Business

Bridge Proposal – Load Rating

Based on the steel testing, the report of bridge load rating we received in September must be updated. The engineering firm will make the revision to support a higher load rating. Then we can post a new sign using County standards.

The cost to revise the engineering reports is \$4500.

Motion: Move to revise the load rating report and the load posting memo to account for steel testing results. Seconded. Approved.

Discussion:

- Trucks are violating the currently posted load limit. What can we do about enforcement?
A: Not much. Concrete trucks or even dump trucks should not use the bridge. But truck drivers should be able to understand the County-standard load posting sign.

Bridge Proposal – Rehab Current Bridge

We received a proposal from the engineer for how we could strengthen the bridge for a higher rating. This is needed because the current bridge has no capacity for heavy trucks; moreover, the timber deck subsystem– the deck, stringers, and guardrail --require continual maintenance.

Dave Korpi initially recommended replacing the bridge with a new concrete bridge, which was the most expensive option. However, given the improved steel rating, he now proposes we adopt Option 2, which would include a concrete deck and guard barriers.

The cost is still substantial, with an estimated contribution of \$1430 per lot. The project would be done next spring (middle of March).

Motion: Move that we approve the bridge rehab project as stated.

Discussion:

- Are we voting on this, or are we putting it before the community?
- Asked for a clarification of the motion.



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- Is Sunlight Waters going to be incorporated into the County? A: We are already part of the County. Twin Lakes Road is a private road, not a county road.
- If we rehab the bridge, could we get garbage service below the bridge? A: No, the issue is with the hill.

Motion restated: I move that we rehabilitate the bridge to carry full traffic with our Option #2, which would also mean adopting a special assessment of \$1430 per lot.

No second.

Website Domain

Jason Ihrke, our volunteer Webmaster, explained that our current web site is hosted on Weebly, using a custom domain name. Weebly was recently acquired by Square and is now requiring that we pay for hosting. Options:

- We switch to their domain name.
- We start paying them (\$13 per month).
- We migrate the entire web site to another hosting provider. A community member (Amy Hopkins) manages other web sites and has offered to host our site for free on her hosting provider. Her host uses WordPress which would offer advantages in terms of flexibility and improved site design.

Discussion:

- If we migrate to her web space, can we keep our domain name? A: Yes.
- Does her platform support email? A: Yes, but only 5 emails. This is not adequate and we still need a document sharing solution.
- Can we keep our site if Amy decides not to support us? A: Yes. Backups and site migration are easier once we get off the special Weebly system.

Recommendation:

1. We don't have enough time to migrate before they shut us off on Tuesday. Pay Weebly for one month.
2. We should take Amy up on her offer. If Amy moves on, we simply migrate our site to another similar hosting provider.

Part-Time Employees

Doyle asks that people in community send him names of handyman services. We need licensed and bonded providers.

He posted on Angi (Angie's List) but did not receive a response.

Costs are high (\$60 an hour and up).

Microsoft 365 Migration

Jeannine asked that we delay the migration from Zoho to Office 365 for a month to allow time for web site migration.

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Clubhouse Use Policy

Jeannine requested that the Board and members in attendance review all proposed changes.

Action: Motion was made to approve the policy as amended during the meeting. Seconded. Approved. It will be posted on web site.

Trustee Conflict of Interest Guidelines

explain

Collections Policy

explain

Open Floor

At 11:25 AM., the floor was opened for general comment and questions. Three minutes are allowed per person.

Guest 1

Q: Why do we have no garbage service? Can we at least get a dumpster?

A: This was tried before and did not work. The garbageman did not like having to deal with keys, and when the lid was left open, it was abused. We tried putting individual cans up by the Baker Building, but garbage blew all over.

We are paying \$1200 a year for the current large dumpster but we are getting a smaller one to save money. Sorry, just take your garbage to the dump for \$8.

Guest 2

Q: Will dues go up? Is that why you are doing a budget?

A: Dues might go up. But we do a budget every year.

Guest 3

Q: Can the Board vote on a bridge proposal? My understanding is that the Board can vote, but the community must ratify it, like any large capital expenditure.

A: Correct. The Board must approve some proposal, which we then put before the community. The community would have to ratify the proposal as well as the special assessment that likely would be required. Some people might be content with fire truck access, but others want to be able to bring construction trucks across the bridge. There are also long-term maintenance issues with the current bridge.

Guest 4

Q1: You should not allow people on payment plans to have full privileges. Recommend that accounts be paid up before privileges are restored.

Q2: Strongly requested a new bridge. The community should decide which option to employ, but not having a usable bridge is not an option.



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Q: What is the expected load rating of the bridge when updated?

A: Premature to say, but it will definitely **not** be a full load. The fire truck that was approved is 18 tons and the tender is 24 tons.

Guest 5

Please fix the new heating unit so it isn't attached to the building, because it vibrates.

A: Agreed. Issues with placement forced it to be where it is, but we should build a snow roof for the heating unit to prevent snow from coming down on it.

Executive Session

Executive Session started at 11:45 AM.

Exited Executive Session at 11:56 AM.

Announcements

none

Adjournment

At 11:57 a motion was made to adjourn the meeting. Seconded and approved.

Revision History

| Date | Revision |
|----------------|---|
| March 11, 2023 | Source document created; added meeting agenda; copied to template |
| March 13, 2023 | First round of edits |
| March 13, 2023 | First draft posted to Zoho for review by Board |
| April 12, 2023 | Edits; posted to Zoho for review |
| April 15, 2023 | Approved at regular Board meeting |
| April 19, 2023 | Cleanup; exported to PDF; sent to Webmaster |