

## Camaloch Board Meeting for May 13, 2021

### **THIS IS A DRAFT**

Call to order at 7:05

Roll Call: Cem Mattson, Kathy Nielsen, Joe Day, Elaine Wolfe, Kat Swanson, Sandi Down, Angel Down Absent: Jenn Seiler, Marty Burgess

Motion to approve the minutes of April 8, 2021, by Elaine Wolfe, second by Sandi Down. Minutes approved.

President - Executive meeting after tonight's board meeting.

Vice President - Trustee Elaine Wolfe - No report

Secretary - Trustee Kat Swanson - No report

Treasurer - Trustee Sandi Down will speak under finance committee.

### **Association Manager Report - Mike Reynolds**

The golf course is in excellent condition. The weather is great and lots of people are coming back for the season. Kathy Gascoyne is doing a fantastic job training the unfamiliar staff to take on a bigger workload than the Pro Shop has had to deal with in the past. The golf course and Pro Shop are busier than ever before. During the first quarter of this year, we have booked the most rounds ever and revenue is up. I am commending Jason and his crew along with Kathy with her crew for jobs well done during difficult circumstances. We are starting to book tournaments again with our first full field tournament happening on May 22.

Due to the shortage of golf carts available for rent due to the pandemic, Camaloch is unable to supply carts to tournament participants. In the past the carts have been rented for this. Camaloch currently owns 44 rentable carts and during a tournament about 28 additional carts are needed. The proposal is for Camaloch association members who are not participating in the tournament to offer their carts for rent during the tournaments only. This will save the course rental money as the cost is about \$75 per cart per round. Possible non merchandise and non-cash compensation will be offered to members that offer their cart for use such as golf passes for friends, range tokens etc. This is still in the planning stage and final plan will include documents to cover repairs/damage. Information to association members will be coming out soon as the tournament the end of June will need to have this plan in place.

The Chalet will resume rentals as of June 1 per direction of the CDC. The month of June is still in phase 3 which is 50% capacity (40), it is possible that by the end of June we will be a full capacity. The GM will keep the association apprised as things change quickly.

Association members have been advised the shared areas and ditches will be sprayed next week providing the weather holds. Please place a sign on your property lines stating, "No

Spray.” This sign should be placed on each property corner that is on a ditch. The chemicals used in the spray is like Roundup “Glycans fate” and the product uses is aquatic approved just in case it makes it into the lake.

The Camaloch Garage Sale is happening the first weekend of June. This event will cover Friday, Saturday and Sunday, or whichever days each family chooses. Please do not place your “sale signs” on poles or signposts. Please use “sign boards or cardboard boxes” these aid in easy removal.

The GM has been added as the administrator on the Heritage bank accounts. Board signers on this account are Kathy Nielsen, Day Joe, Sandy Down, Jen Seiler, and Elaine Wolfe.

The Office has received multiple phone calls from people who want to purchase homes in Camaloch and would like to know if the association allows Airbnb short term type rentals. Question from the GM is: “Should we update the building use and bylaws to specifically address this issue? And there's a couple of ways we could do, you know, one would be to, to limit to put a limit to the length of a lease that you could have in a home that it would have to be six months or more. You know there is a lot of ways of doing this. Another way of doing it is to specifically state, you know, homeowners are now allowed to run certain types of businesses and then define that type of business out of their home.” People who are interested in the community are looking at our bylaws, building use, and are questioning whether our building and bylaws really prohibit this type of rental.

The Association Attorney reviewed this a few years ago and his opinion is that the way our bylaws, building and use restrictions are written that it does not specifically prohibit and, he did advise that we start to think about distinct types of wording.

## Finance Committee Report - Trustee Down

The switch from QuickBooks to QuickBooks online is finally complete. There have been some discussions with the Tax accountant as there are questions regarding some entries and the balance sheet. He has been sent a copy of both the old and new versions to check against our 2019 return for taxes. Not everything is quite right but hopefully it will be cleared up next week the finance committee can offer a full fledged balance sheet and move forward. To date budgeted expenses are \$323,792.21 and actual expenses are \$239,374.00 which results in being \$84,418.00 under budget. The website will soon have the financials available for viewing.

Per Mike, the new Polara system should be up and ready very soon. When we are ready a notice will go out to the community with an explanation regarding the transition

## Infrastructure - Trustee Day

Water Project - Status of Phase 1, Pump house, Identification of water replacement lines for community in Phase 2.

We have a new engineer for the Water project. Ben Were is now working with us and has an exceptionally good reputation. The Bid packets are delayed 2 weeks due to a missed information regarding the advertising. The deadline is May 21, the bid packets will be opened at the Chalet and there will be 2 weeks to analyze the bids. Going forward to Phase 2 a Historical study needs to be done which will have an additional price tag.

A simplified map showing where the new waterlines will be available soon for the community to review. The map also includes Right of Way infractions, these need to be confirmed and double checked. The water project will be on the same side of the street as the fire hydrants. There are some Cul de sacs that are without fire hydrants so where the new line will go can be confusing. Additional information will be available at the June Meeting. Current committee makeup is Joe Day, Marty Burgess. Cem Mattson has been added as a member of both committees.

## Operations

Human Resources - Trustee Wolfe

Working on progress on the Performance Management program. Program Overview, performance self-evaluation, performance evaluation, power point presentation for supervisors and merit/bonus compensation guidance. Draft Job description sent to board. Researched several HOA industry management sites which have multimillion-dollar budgets. Reviewed the Washington State HOA RCW for guidance, Collected many policies and documents in raw state. Looking for policies that would be helpful for Camaloch Association.

Policies and Procedures - Trustee Nielsen

Subcommittee Material - Trustee Nielsen

Elaine Wolfe provided history on three documents, job descriptions, electronic communication and ethics policy for trustees and committee members. Origins of the draft documents and purpose. Concerns were shared of how the sub-committee were to address the three documents for suggestion and review. Some comments from community members did not reflect helpful comments to keep building upon our policies for the current and future boards.

Joe Day had reached out to Kathy Nielsen who is the lead requesting to form the subcommittee with board members and community members. Comments were not sent to the Kathy Nielsen as requested for review and discussion. Only sent to the full board. No written comments from the four board members who were on the committee. The agenda item will be tabled for future discussion. Potentially at a study session or another meeting. Appreciate the community involvement.

## Restaurant/ Rental Properties/ Chalet- Trustee Nielsen

The rental house has been rented. Tenant will be moving in next week.

Chalet - We are looking into using the Chalet for future Board Meetings with a type of "Hybrid" where the meeting is in person but also available on zoom.

Association Communication - Trustee Nielsen

Website, Newsletter, Reader Board - Mike Reynolds – No Report

Community Relations - Trustee Nielsen/Seiler

Pool - report by Mike Reynolds/Trustee Nielsen.

The pool is scheduled to open Memorial Day weekend. It will be open through Labor Day weekend, weather permitting. The resealing of the concrete has been done; the painting of both pool houses is complete. Pump at pool 1 is being repaired. We have ordered some new lounge chairs and some of the old ones have been set outside for the community to grab if they so choose.

The pools will be open from noon to 8. Pool 2 will be open at 11 am for adults only swim for that one hour. "Covid Limits" will be posted as was last year the limit is 20. This may change soon.

Smith Lake - Trustee Nielsen

Fishing Derby - Event was held Sat. April 17<sup>th</sup> 8 – 10 am. Jenn Seiler ran the Fishing Derby and did a fantastic job!! No Otter sightings! It was a beautiful morning, and we had a great show of kids and adults. The first fish was caught within the first 5 minutes, and it was 15.75". The second fish was caught about an hour later. Perhaps next year we can start an hour earlier and go 7 to 9 when the fish are hungry. Plenty of time for that discussion with the committee and those that volunteered. A big Thank You to all those that assisted with this wonderful morning, it was fun to watch the kids, most of which were between 5 and 10 of age. At the end of the Derby all kids received a gift.

In the Board member packets there is a document titled "Camaloch water retention pond maintenance plan," please read up on this so you have a general idea of what the maintenance plan is for Smith Lake.

2 Compressor pumps were ordered in January, and they are still on backorder, with a June ship date. Due to the late delivery Jason is in his busy season and will not be able to put them in until fall. Jason did add the required doses of chemical to Smith Lake at the beginning of March. There will still be a small amount of algae bloom in the lake, which is unavoidable, but Jason feels the lake is as healthy as can be for right now.

There is a program for those lake residents that a previous board put together addressing lake clean up. Pulling and raking the grasses and leaves helps to keep the algae down. If lake homeowners would do this in front of their homes, it will help clean up the lake.

Community Relations - Trustee Nielsen

Welcome committee - Trustee Down

People are moving in and if we get notified by the office a welcome packet is hand delivered to each new homeowner. A sheet has been added to draw attention to the need for permits. The electric sign also advises homeowners of the need for permits for outdoor work and structures. Angel is the lead for the Welcoming Committee and has done an excellent job!

Events and Outreach – Garage Sale date June 4,5,6 Friday, Saturday and Sunday. The garage sale is going to be our first opportunity for outreach and hopefully we will be able to create more opportunities as phase 3 gives way to fully open.

## New Business -

Discussion regarding Article X, Section 4, and the gate access on Fairway 14. “No, lots of Camelot division 1,2,3 and four shall be accessed by road or trail for vehicular use from any adjoining private property.”

The President of the Board was notified about 2 weeks ago of a non-association member who put a gate in a Camaloch owned fence for the sole purpose of accessing the golf course. Mike Reynolds was advised to address the issue and bring the information to the board. It is possible the bylaw addressed in Article X, section 4 does not address the issue as clearly as we would like and should be reviewed.

Mike Reynolds - Report of a homeowner who lives on Shumway who has placed a gate in the Camaloch owned fence that is in his back yard. The homeowner has been contacted in a “neighborly” manner and advised that he would most likely have to repair the fence. The homeowner did ask if he could keep the gate provided, he purchase an annual pass and a trail pass as long as he is homeowner and repair the fence if and when he moves. The board did not feel this was an idea worth entertaining and the homeowner will be advised of the need for replacement to the original state. The homeowner has currently placed a lock on the gate.

The Association put a lock on the gate until the homeowner fixes the fence or the association does. This will give the Board some time to review action regarding a repair. The consensus was to homeowner repair the fence.

## Old Business -

Clubhouse Septic - The contract with David Mitchell is being finalized per request of the board. He has a couple of weeks committed before he can begin the septic project. Apparently, David Mitchell is willing to barter some of the cost of the project with receipt of golf pass or range pass. This information will be passed to the board when it is worked out. Final document will be submitted to the board for final review.

Driving range net - Company, Net Services, that has been doing our nets in the past continues to be unavailable. They are the only company in the state that does driving range nets. Other golf courses are having similar problems. We are currently looking at creative ways to address the issue such as renting a lift and repairing the net with zip ties. Another option is to replace the net with a national company. There is 20K to 30k set aside for this project based on what has been spent in the past with Net Services. To go with a national company the cost would be much more expensive. We did find that the use of the tar coated net give a longer life but also leaves tar marks on the ball that come in contact with it. We are still searching for a solution.

Bylaws – Kathy Nielsen recommending that we create a committee to assist with reviewing the bylaws for the upcoming annual meeting.

## Homeowners Forum -

Barb Athanas – Has a netting company name that she will pass along to Mike. Asked about the water lines. Directed to our website to review.

Don Oldenborg– “I just want to remind the Board that the people who reviewed some of these policies that we are changing, that we contemplated, have been in this community for many years, and they ought to pay attention to some of the words expressed by these people, a lot of knowledge, from 30-40 years ago, how Camaloch evolved. They must take seriously if we’re criticizing some of their work. We’re not criticizing them; we’re just being cautious. And they ought to be listened to a little bit, and not defend yourself in a public meeting. We’re not trying to attack anybody. Just want a little slower run at it.”

Larry Shaw – Thanked Elaine for the information she shared regarding the policies and job descriptions that had been presented to the subcommittee. Shared concerns regarding having private golf carts for tournament play. Willing to assist on bylaw committee and providing history for board.

Ed Burke - Questioned why the speed sign has not been moved. Will be moved. We do not have an easy way to trailer sign at this time.

Kristie Yoo- New owner on the lake. Asked about clean up in front of her property. Dress code for golf. Asked about clarification regarding rental house which is owned by the association.

Cathy Lofton Day - Appreciated that we are reaching out to the community for a bylaw committee. Recognizes the wealth of knowledge in our community.

Adjournment at 9:03 pm to Executive Session

Submitted

Kathy Swanson, Secretary