

Edelweiss Board Meeting Minutes 1-09-2020

Call to Order: The meeting was called to order at 6:04 pm by President John Kirner. In attendance were John Kirner, Sern Watt, Steve Ralph, Nicki McCullough, Kirk Schumacher, Chuck Timchalk and Katherine Bill. Jon Fewster attended remotely. Also in attendance were Gregg Strome and Craig Hook.

Absent: Pete Speer

Review of Board meeting minutes – The minutes of the 11/04/2019 meeting were reviewed. S. Ralph made a motion to approve the minutes as written, C. Timchalk seconded and the 11/04/2019 minutes were unanimously approved by the board.

President's comments – John Kirner

J. Kirner said he received a call from Harry Grant with the Citizen Broadband Committee looking for a volunteer from Edelweiss to serve on their committee. The Board agreed that there is interest within Edelweiss for better internet service. They also agreed more information is needed to understand what the committee wanted. J. Kirner and S. Ralph agreed they would meet with Mr. Grant to learn more and report back.

John also led a discussion about the need for all residents to be hooked up to the water system as stated in the CCR's and that it is also important for vehicles to be parked well off the right-of-way or they may risk damage due to the snow plowing.

Treasurer's Report – Sern Watt

Sern reported that our situation is good.

Operations Budget: We finished 2019 in good shape. Even though we had some costs in 2019 that were over budget (see previous Treasurer's Report), we arrived in 2020 with about \$51,000 (as of January 6, 2020) in our checking account. We have authorized invoices totaling about \$15,379 which will reduce this balance to about \$36,621. This is sufficient to comfortably cover planned expenses for January that need to be paid before 2020 monies start to flow in.

Some of the balance in the checking account represents money budgeted for Fire-Wise operations in 2019 (\$3,258.37) that was not spent. We will hold this money for Fire-Wise use in 2020. Some additional funds were received because of new construction activity. (Building fees, road impact fees, and water hook-up fees.) Towards the end of January Sern will transfer these funds to the appropriate accounts at Capital One to be held for future use.

Capital Reserve Account: We have billed members for \$74,000 (296 x \$250) and to date have collected a total of \$73,397.03. The current balance in the Capital Reserve Account at Capital One is \$63,751.85. Of this, \$5,823.30 will be transferred back to the Farmer's checking account to properly separate and track Capital Reserve funds and Water System Replacement Funds.

Water System Replacement Funds: We billed for \$88,800 (296 x \$300) for this fund this year and to date have collected \$88,326.44. Since our last Board meeting we have spent an additional \$5,823.30 on long term water system upgrades. This was to put a new water line in the ground on Highland Drive from the south intersection with Trillium to the last user. This expense raises the total for the Water System work in 2019 from \$99,620.13 to \$105,443.47. Sern plans to transfer this additional money

from the Capital Reserve Account back into the Farmer's checking account to avoid having long term capital expenses paid for by Operations Budget funds.

Historical Capital One Reserve Accounts: There has been minimal activity with these accounts, aside from noting small increases from the interest paid and transfers to the water and road funds which came from fees collected on new construction.

*Recommendations:*1) Note the long term capital upgrade completed on Highland Drive in the Water System Replacement plans and in the Reserve Study Documentation. 2) In 2020 have staff do, or pay an outside consultant to perform, a thorough inspection of our water tanks and report to the Board on the condition of the tanks, their anticipated life spans, replacement costs, and relevant time-lines.

John Kirner mentioned it might be advisable to inspect other large ticket infrastructure items to determine their useful life at some point as well.

Account Balances (January 6, 2020):

Farmer's Checking: \$51,092.50

Capital One Accounts, as of 9/30/2019:

Drain Field Reserve 190,292.07

Common Reserve 32,417.30

Road Fund 33,652.08

Legal Fund 11,237.27

Water Fund 10,326.70

Capital Reserve Account 63,751.85

Total Capital One Accounts: 341,677.27

Total Capital One Accounts, minus Drain Field Reserve 151,385.20

Total Usable Operating Budget and Reserves,

Farmer's Checking and Reserve Accounts, not including the Drain Field Reserve.) 202,477.70

There was support for carefully managing the Reserve funds and to keep it growing to address future needs. There was also discussion about raising the building fees (road impact fees) which have not been increased for at least 12 years. Sern applied the CIP index annually for the past 12 years to determine a 30% or \$900 increase would be needed to maintain the same relative amount of the road impact fee. No one present had a good understanding of how road impact number was initially arrived at, but it was understood that it was to compensate for damage done to the roads during construction. J. Fewster was concerned about a raise in this fee and would like a better explanation of how any extra building fees collected would be used. J. Kirner said that it would be better to use the Construction Index. S. Watt said he will recalculate the number based on that index and report back to the board.

Administrative Manager's Report – Gregg Strome

Snow plowing and sanding - The first installment of \$11,361.00 for the 2020 snow plowing contract was paid on January 5, 2020.

Architectural guidelines - The Architectural committee met twice regarding changes to dark sky lighting and Firewise additions to the Architectural Guidelines.

Accounting and fees/billing - Gregg met with Paula at Bart Bradshaw's office to review the 2020 invoices to Edelweiss property owners. The 2020 billing went out on January 6, 2020.

Building and water service fees - The history of water hook up and building fees was researched. The fees have not been adjusted for over 10 years. Gregg checked with Dick Volckman regarding this and he confirmed that the fees remained unchanged during his tenure.

Architectural guidelines – Jon Fewster

J. Fewster led a discussion of the work done on the Architectural Guidelines. He highlighted several suggested changes. Many of the changes were grammatical or were intended to clarify. Edits discussed included the following:

- Enforcement of the guidelines - The responsibility for enforcement was changed from making it an Architectural Committee role to more enforcement responsibility going to the staff and ultimately the board.
- Definition of Zone B and allowable structures at the campground - There was confusion about the wording of “Single Family, Residential” as it relates to the campground. K. Schumacher said this is the wording in the CCR's and has meaning in common law. He also pointed out that the CCR's take precedent over the guidelines. The committee considered whether to allow more than one year for structures like storage sheds or yurt platforms and determined they should not be allowed beyond one year. Gregg will approach lot owners in violation.
- K. Schumacher requested the committee update the section on the mail boxes. (section 2.7).
- There was discussion about the wording regarding 18” building eaves. This was intended to eliminate residents from bringing in mobile homes. J. Fewster said he will research Mobile home definitions and add that to the guidelines to clarify the intent.

J. Kirner said there is nothing that indicates how the campground lots be maintained. He expressed concern about potential fire danger. K. Bill suggested a sign be erected in the Campground to remind drivers not to drive on dry grass when there is high fire danger. C. Timchalk said he will add illustrations to the Firewise attachment.

The goal is to make these edits and share them with the board in the next weeks, leaving ample time for feedback ahead of a vote at the March meeting. Members will be invited to comment on the architectural guidelines once the committee has prepared draft revisions.

Roads Committee - Nicki McCullough

Plan Schedule – To present a final draft plan to the full membership at the May meeting, it will be necessary to present a draft plan to the board at the March meeting.

Roads Classification - N. McCullough presented a road classification map and table.

Table 1. Road Classification Summary

Road Classifications	Road Names	Desired Road Design	Width Deficiencies
Primary Roads	1) Highland Rd 2) Homestead Rd 3) West end of Cassal Rd 4) W. and E. Fawn Roads	20' wide, 2' shoulders	1)Highland Rd W. of Quaking Aspen 2)Highland Rd E. of Crab Apple*
Secondary Roads	1) Bitterbrush Rd 2) East End of Cassal Rd 3) Highland Meadows Rd. 4) Quaking Aspen Rd 5) Crab Apple Rd 6) Mustard Mountain Rd.	18' wide, 2' shoulders	1) Highland Meadows Rd*
Local Roads	All other roads	12' wide, 2' shoulders	1) Drake Rd 5) Fawn Rd 2) Heather Rd* 6) Laney Lane*

			3) Reservoir Rd* 7) Sunflower Rd 4) Trillium Rd
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*Road Widening not recommended at this time due to limited right of way, terrain or other factors.

There are several sight distance problems. One area of concern is Highland near the “S” turn. This area is very narrow. There has been discussion with the homeowner at the curve about trading for a lot on Trillium that the subdivision owns but he is not interested. Gregg will reach out again. One idea has been to sell one of the Trillium EMC lots and offer cash to buy out that lot. The corner of Rock Rose and Homestead Road also has sight distance problems. Craig suggested removing vegetation or other improvements to improve sight distances at this location.

Air Quality Monitors – Nancy Kirner researched air monitors that could gather data on air quality and be posted on the Purple Air site. Data could be used to assess dust and smoke impacts. Methow Valley Citizen’s Council can provide technical assistance to set up and maintain any air monitors. N. McCullough said she plans to purchase, install and manage a purple air site at their home this year. C. Timchalk did not see the need to use an air monitor to collect data on dust and suggested this can be determined by observation. Everyone agreed Lignin did a good job of reducing dust this year. The Lignin will be applied at least two more years. Sern said he talked to someone at Pine Forest who suggested two applications within a couple weeks of each other was more effective. Gregg and Craig said they plan to get the Lignin applied earlier this year.

Firewise - Chuck Timchalk

The Firewise Committee will focus on funding opportunities and next week Chuck is meeting with DNR to discuss potential funding sources for Firewise projects. They will also be looking at communication and will coordinate with staff on this year’s water project to cut back brush and trees along the roadway.

Methow Watershed Foundation – Steve Ralph

The Methow Watershed Foundation wants to collect data to determine realistic domestic water use in the valley. Craig collects water usage data at the end of every month and can provide. In addition to water use, the Foundation would need other information about the household. The information would be anonymous. Volunteers to participate in this effort are requested.

Additional Topics

Board Meeting Dates - S. Watt asked that the Board consider board meetings to be held on the second Monday of odd months rather than Thursdays as was discussed at the last meeting. . After discussion, the board agreed to this change. The next meeting will be on March 13.

At 08:35 pm the meeting was adjourned.