

Grounds Committee (GC)
September 22, 2022
Approved Meeting Minutes

CALL TO ORDER: Scott Rovanpera, Chairperson, called the Zoom meeting to order at 0931 AM.

ATTENDANCE: Scott Rovanpera, Keith Larson, Frances Loubere, Leslie Weertman, Tom McFarling; Alternate Board Representative: Scott Rovanpera; Ex Officio Member: Dan Kimball, Guest: None

MINUTES: Minutes of the June 23, 2022 meeting were approved with a single change, to include the suggestion made to GM to update the posted KPOA 1997 address map at the KPOA entrance mail kiosk.

REPORTS: General Manager

The GM reported that the floats will be out of the water on September 29th for the winter season. The handrails along the Bluff trail have been replaced. There was a new hire for the maintenance crew, Christopher Stevens, and the new administrative assistant, Candace, is also starting this month. The clubhouse position may be filled soon. The PUD will be replacing electrical meters from Sept 19th until the work is complete. When a meter is switched out there could be power outage for at very most an hour.

The debrief "After the Fire" meeting on September 20th was held at the 290 Oakshore Drive home where there was a recent fire. The meeting was well attended by the community. The cause of the fire is yet to be determined by the insurance company. It took only 13 minutes from the emergency call to the arrival of the fire crew. KPOA gates can be over ridden and accessed by emergency vehicles. The fire started in the garage and luckily the home owners had a closed fire-resistant door to the inside of the home from the garage, so the fire was mostly contained to the garage. But because of the attic space, the smoke and heat damage to the home was still extensive and will require rebuilding most of the home. It was also recommended to close one's bedroom door at night to reduce the smoke inhalation so you can escape out a window.

There was an educational article produced both as an email to the community and for submission to the Kala Pointer about the KPOA gate system. There is a new diagram posted at the gate kiosk but some find it confusing and the GC suggested to the GM that there also be text added to this diagram. We need to make it very clear that a vehicle must be centered on the arming loop to trigger the gate opening mechanism.

The blue tape and stickers placed on some house number posts can now be removed. These had been placed at the time of the replacement of PUD buried cables last year.

Board Representative Report

The KPOA attorney recently explained to the board that the RCW 24.03A.575 regulation for non-profit HOA organizations requires voting by board members hence committees cannot make binding votes without board members voting, except the AC which is giving voting power in the CCR. This means all other KPOA committees need two BOD members (primary and alternate) who act for the board during meetings and only their votes count for the committee membership votes or decisions. This makes all committee members who are not also BOD members advisory only, except for AC members. This was discussed by the GC members and a suggestion was made that both the TC and GC should be upgraded in the CCR to the same status as the AC. Without this change, the important work by both TC and GC members will not be given adequate voting representation for decisions affecting the wider community. Concentrating all voting power in the BOD forces board members to attend many meetings and limits the democratic process for those who serve on committees. There is also the problem that if there are only two votes and they cannot agree, then there is no third to break the deadlocked vote

The KPOA board was sent a letter from the owner of the mail box located within the Pinecrest Drive II mail kiosk gang box. The owner had requested KPOA to investigate and prevent graffiti to mail box stickers placed there to locate their mailbox. There are no KPOA restrictions to decorating one's mail box as we own and maintain the mail kiosks as part of common property. Although KPOA is not able to prevent graffiti, it is hoped the community will respect an individual's mail box in the future. Scott wrote an educational article for the Kala Pointer on the KPOA mail box kiosks.

OLD BUSINESS:

Kala Natives

The volunteers will be working under Teresa Anderson's guidance for the fall. An article in the Kala Pointer was submitted on Bittersweet or the invasive night shade vine. The volunteer work will be reduced over the holiday and bad weather months. The GM crew continues to dispose of the invasive vegetation piles produced by this work. There will be some mulch and native plants added to the gully beside the Sailview tennis courts which has been overgrown with dandelions after the blackberry removal last winter.

Little Lending Libraries

A comprehensive annual report of the program was submitted to GC members in advance of the meeting and the GC accepted the report. The structures have required some maintenance, such as hinge repair and doors rehung. The community librarians keep the boxes stocked and advise "take a book, leave a book". This report will be linked to the GC webpage because the program is under our jurisdiction.

GC Webpages

Updates to the GC landing page were discussed. Only the upcoming agenda will be posted on the Monday of the upcoming meeting. The meeting minutes are posted once approved each month. More educational articles from past Kala Pointer issues can be included as links, such as the articles on fire pits and ticks. It was suggested that old articles could be submitted to be republished to the Kala Pointer as well. A primary goal of the GC is to be a source of information and education for the KPOA community.

GC Committee Membership Recruitment

The GC BOD report in the Kala Pointer will have a call out for volunteers to the committee as is done for other KPOA committees. The GC website has a working volunteer link to the GC Chair's email.

KPOA Common Area Sign Replacements

Tom McFarling made a list of KPOA signs in need of replacement due to aging. He and Marilyn Berry also identified missing signs for some trails. He will circulate the final list to GC members before the signs are printed and posted. There will be replacement of the faded lagoon signs and a switch from keep out of the lagoon to "no people or pets beyond this point". This will help provide education that it is not only the water but also the land of the lagoon shore that is protected for wildlife. The GM presented draft versions of these signs for GC member input and approval. There was discussion about how to educate folks as well that motorized vehicles and bicycles are restricted from using the single track hiking trails for both safety and erosion concerns.

Monitoring Reports and Complaints

Monitoring is done quarterly for both the common grounds and the private properties as seen from the street. Monitoring zone reports for the third quarter were given. The zone assignment changes from last month were confirmed with GC members.

Quarterly Monitoring Assignments

The division is as follows.

Sector A includes properties within 1-5 and 6

Sector B includes properties within 7-10

Sector C includes properties within 11-14

Sector D includes properties within 15-19

The following current complaints were discussed or are included because ongoing.

90 Saddletree Drive

The back of this property borders Kala Point Drive and has a laurel hedge that needs to be trimmed back from the set-back bordering the road because it is a visibility hazard. This hedge is bordered by other properties with similar hedges but those have already been trimmed this year. The owner of this property was contacted by the GM and they are in the process of hiring a landscape maintenance crew to trim the hedge. The GC

approved the KPOA grounds crew trimming the hedge if it is not done by the owner in a timely fashion. The GM estimated that this could be done with very little time but it is with a large hedge whacker. There was discussion that the owner is responsible for their hedge and should pay this cost, but at this point, it is expected to not be an issue.

691 and 761 Kala Point Drive

These two homes were noted on several monitoring walks to keep garbage cans and debris in their driveways, similar to the 21 Wellington Court property (which the GC enforced on in the past). But there have been no neighbor complaints and these “violations” can only be seen when walking and looking up the driveway. The question was asked of the GC members to look at the properties and at the next meeting to discuss if these would be considered violations of the APP since driving by at 25 mph, one cannot look up a driveway. The GC wants to have consistent application and enforcement of the rules for the community and the current rule that a violation must be “seen from the road” is open to interpretation.

123 Belevedere, 20 Greenwood Place, 260 Kala Heights Drive

These 3 homes have missing Jefferson County house number signs and the property owners will be sent a standardized letter by the GC chair regarding the importance and the requirement to post this sign.

257 Kala Heights Drive

This house number sign needs to be relocated out of the bushes so it is visible to emergency vehicles. The same letter from the GC chair regarding these signs will be sent to this owner as well.

Seaview (Kala Heights) Condominiums

Within this complex there are several poorly visible house number signs, specifically the 51-2 is blocked by a bush and the 41-1 needs to be relocated. This HOA is under the KPOA HOA rules. The exterior maintenance for the HOA is the responsibility of the condominium KPOA Board Representative and the work is done by paid maintenance staff funded by the condominium dues. The GC chair will contact this HOA regarding the need by Jefferson County to have properly placed house number signs.

212 Pinecrest Drive

Some landscaping wooden lattice structure has fallen into the road setback. This has been corrected and is no longer seen. Case closed.

1680 Kala Point Drive

This property adjoins the Fort Townsend fire trail. The owner has been blowing and removing all vegetation and loose debris from the trail that runs behind the property. This trail is half KPOA controlled property (the owner’s set back) but half the trail is owned by the park. This trail is jointly maintained by KPOA and the Fort Townsend park. The park has asked KPOA to contact the owner and ask them to stop this “cleaning” because it can cause erosion. The owner will be contacted by the GC Chair.

New Business

Windship Drive Median Planters

The GC received a complaint that the 9 stone planters in the Windship Drive median are not being maintained adequately by KPOA. The GC reviewed photographs of this common ground and the GM discussed the history of these planters. These were installed in place of a labor-intensive ground cover and a landscape architect was used. The planters contain pine trees that will not block views and drought resistant plants. Some of the home owners do plant annuals and weed the planter near their home but most do not. The GC made the recommendation to mulch the planters with enough bark to both suppress weeds and to help retain moisture in the planter so better plant health.

Political Signs

We are now within the allowed window of time for the posting of a political yard sign. These signs should be removed by 72 hours after the election.

Firewood Stacks

During construction the set back and building construction site must be protected for safety reasons and the AC recently updated their APP to describe restrictions during construction for the storage of wood. However, once the home is built, a stack of firewood is within the GC jurisdiction. The strategic planning committee will be looking at how best to update the CCR to best accommodate the needs of the community. For example, some lots are small and do not have adequate space behind a home, and to keep wood from being too close to a home, the use of the owner set back property should be explicitly allowed for what is not a permanent structure, but a wood pile.

Next GC Meeting

The fourth Thursday of the month will be October 27th. Meeting start time will be 0930 as usual but we are going to try to limit the meeting time to a more reasonable 1.5 hour duration. Items for the agenda should be submitted to the Chair at least one week prior and the Chair will email the upcoming agenda to Felice in the administration office on the Monday of the meeting week so the agenda can be posted on the GC website landing page below the zoom meeting link. The November meeting will be cancelled as it falls on Thanksgiving but the December 22nd date should work for most GC members.

ADJOURNMENT: With no further business, the meeting adjourned at 1151.

RECORDED BY: Leslie Weertman