

Sunland Division 7 Condo Association

Newsletter – April 2024

NEXT BOARD MEETING

Thursday, April 18, 2024, starting at 3:00PM

The regular Board meeting will be held at the Gathering Place (135 Fairway Drive) on Thursday, April 18, 2024 at 3:00pm

All Owners are invited to attend. See the Division 7 website for the full agenda, which will be posted by the day before the Board meeting is held.

If you have issues or questions for the Board that you would like addressed at the meeting, please submit by Wednesday, April 17th to the Board President: Rob Baer, at presidentdivision7hoa@gmail.com.

Division 7 Website - www.sunland-div7.com
(Owner password 22Hilltop20)

IMPORTANT NOTICE affecting traffic on Hilltop!

Road work scheduled on Hilltop Drive this WEDNESDAY - 4/17/2024!

On Wednesday this week – April 17 – the second phase of road repairs will be done on our private road. The work will begin approximately by 8am and continue for most of the day on Wednesday.

As you may have noticed, there are white markings indicating where work will be done. These areas will be dug up and repoured with asphalt where a significant amount of cracks are occurring

- IF you have white marks around your Unit's driveway or front yard, it means that you should consider parking any needed vehicles away from your garage or driveway for easy access. **See parking options below.**
- IF you live on the west end portion of Hilltop Drive, the road may not be accessible to you due to the trucks and equipment doing considerable road repairs there – particularly those in building 156, and 157/159/161/163. Please make arrangements to park any needed vehicles in another location nearby for access. **See parking options below.**
- IF you do not see white marks in front of your Unit, but there are white marks nearby, your ability to use the street in your area may be impacted at some time during the day.
- If ambulances or emergency personnel are needed and require access, the contractor will guide them through immediately.
- IF you have contractors or guests coming to your house this Wednesday, please advise them that portions of the road may be under repair and inaccessible.
- IF you walk routinely on Hilltop Drive, you will need to exercise a great deal of caution on that day to avoid any injuries.
- IF you have tenants in your UNIT, please be sure to notify them of this important announcement. Property managers are included in this distribution automatically.

ALTERNATE PARKING Options for car access – you may park your vehicle near the west side of 116 building, or in the grassy area surrounding the pool. You may also have neighbors that are not impacted by the repairs who have room on their driveway!

Landscape Update from Kelly Foster, Landscape Director

Email: foster55551@gmail.com

Phone: 360-280-6764

- **Irrigation Update** – Kelly and Katie are working with our Irrigation Contractor to start up the irrigation system. The start date will be announced as soon as the systems have been tested and timers set up for the coming season. **Stay tuned on the exact date!**
- **Yard waste bins** – there continues to be a significant number of people who put full pots of dirt into the bins. These bins are for yard waste – branches, plant clippings and grass/weeds that have been pulled. The old dirt from your patio and deck pots are NOT to be put in these bins, as those items are not allowed in the yard waste disposal. If you have old dirt in your pots, please put that dirt in the adjacent compost pile – not in the bins.
- **Shrubs affected by the bitter cold** – Jason has assisted in evaluating the shrubs that appear to be dead or were severely affected by the cold. While some will not recover, we are waiting to see what ones will still regenerate new growth. Some pruning will be done to those that show signs of life, and other shrubs will be replaced.
- **We Love Trees update** – There are still several trees to be pruned and one more very large tree to be taken down. The tentative dates we were given by We Love Trees are being rescheduled. There will be an email announcing the new dates.
- **Please remember to not use bird feeders containing seeds.** This attracts racoons, rats and other pests.
- If you have any questions and/or concerns, please email Kelly Foster, Division 7 Landscape Director at foster55551@gmail.com .

Maintenance Update from Joel Ogden and Steve Lavelly Co- Maintenance Directors

CONTACTS: joelogdenc5@aol.com;

Phone: 805-217-0689

lavco12000@yahoo.com: Phone: 360-477-4252

- **Bids coming in** - Joel and Steve have been very busy securing bids for work requested or needed, including some deck repairs, privacy fences and walls replacements, painting, and gutter repairs. While some of the work will occur only after the weather improves and temperatures warm up, this is an excellent time for contractors to meet and provide bids for final selection. If you have any issues at your Unit we encourage you to submit a Request for Service on our website (see details on next page).
- **Road Repair on Wednesday** – please be sure to review the details on page 1 of this newsletter regarding the road repair scheduled for Wednesday 4/17.
- **Painting Schedule for all Units** – Joel and Steve have finalized the repainting schedule for buildings, reflecting only the estimate of when each building will need to be considered for repainting. The estimated schedule is based on a 15 year rotation schedule for now. They will be doing some partial painting of fascia boards and other areas needing attention on some buildings, but for the most part, the schedule will adhere to the 15 year rotation.
- **Drainage issues** remain on the radar, and solutions are being sought by several contractors with different options. We will continue to work with owners to keep them informed on possible solutions to the drainage problems at 117A and D, 126D, 142A and 155.

REQUEST FOR SERVICE forms –

Go to – www.sunland-div7.com/owners-only/

Enter password **22Hilltop20**

Click on 'Request for Service' box. The forms are on the top of the page that comes up - noting "click to open". Click on Landscape or General link, fill out and submit! You will now get a line telling you it was sent or highlighting missing required info! Questions or Issues? Call Carol Stults, 425.802.0301.

Reorganization of the Maintenance Committee

Building Volunteer Program to begin by May 1, 2024

Thank you to those who agreed to be Building Volunteers!

The Board of Directors has approved expanding the role of the Maintenance Committee to include one volunteer for every building, who will report potential maintenance issues for that particular building on a twice-a-year basis. Volunteers will be required to walk around the perimeter of their building once in the Spring/Summer and again in the Fall/Winter and note any issues on a detailed checklist provided. We have succeeded in filling the volunteer slots for 15 of the 18 buildings, and appreciate the willingness of Owners to step up and assist with this very important initiative.

It is the intention of the Board and the Maintenance Directors (Joel Ogden and Steve Lavelly) to use the reported information for more efficient maintenance responses, and to minimize maintenance surprises that result in higher costs. Based on the results turned in, it will be easier to budget for the following years for repairs that will need to be done in the future.

Each volunteer packet will include a set of checklists to use for easy reporting, as well as the contact information for their building residents. They will also receive a summary of their building's maintenance information and pending issues, as well as specific duties they need to do twice a year. Packets will be handed out sometime between 4/20 and 5/1, during a short walk around the individual volunteer's building with Joel Ogden and Steve Lavelly, Co-Directors of Maintenance.

FAQ's

Why are we considering a reorganization of the Maintenance Committee?

- The current structure of utilizing only one or two people - Maintenance Directors – for both responding to issues or Requests for Service AND doing administrative oversight for 18 buildings is proving to be too much for one or two volunteers.
- Having volunteers oversee their own building is more appealing and narrower in focus, requiring less of a time commitment.
- As a volunteer, protecting the building in which you live allows you to protect a very valuable asset – your own building. You will be able to notice and communicate any issues directly and quickly, and with a minimum commitment of time vs having one person who must oversee all 18 buildings.
- Volunteers will gain an understanding in the priorities of maintenance and advocate for their building – as well as defend final decisions made based on budget restraints and priorities.
- With better proactive oversight/reporting of maintenance issues, the budget process will be more accurate and more robust.
- Knowledge of issues found earlier than we currently know about (with only 1 or 2 Maintenance Directors) will result in less expense in the long run. This should lessen the time it takes to address issues or budget for repairs. Maintenance surprises and more expensive repairs reported much later will hopefully be held to a minimum.

Continued on next page -

Building Volunteer Initiative – FAQ's continued:

Who will the volunteers report to?

- The Maintenance Directors (currently Joel Ogden and Steve Lavelly) will manage the information provided by the volunteers, and will advise volunteers on their duties and reporting responsibilities.

How much time commitment will be required of each volunteer?

- Twice a year, the volunteer will take time to walk around the assigned building, noting any issues with the components listed on the checklists. They will turn in their checklists to the Maintenance Director by the assigned due date. They are also welcome to report any issue during the year that is noticed.

Will this mean that maintenance will be done quicker?

- Hopefully, it will mean that by proactively finding issues before they become an emergency repair will lessen the time it takes to make repairs. It will also mean that we will have preliminary information in the Fall from the volunteers for budgeting for the following year's maintenance. The quickness of any repairs is always negatively impacted by the response time from contractors for bids, and the busy schedules of the contractors selected. That will probably not change, but we should see less emergency repairs needed that were not spotted before they became critical to fix and larger in scope than if found earlier.

What does this mean for me as an Owner?

- If you are not the volunteer for your building, you will be able to still put in Request for Services, as well as work with the Directors of Maintenance on issues related to your Unit. However, you can also inform the Building Volunteer of any issues so that they can report it on their checklist reports. The Building Volunteer will also be able to be report issues for your unit that they notice as they keep watch over your building.

The List of Building Volunteers will be published after all the packets have been delivered and the new initiative is launched no later than May 1, 2024.

If you have any suggestions, questions or concerns, please email Joel or Steve as follows:

**CONTACTS: Joel: joelogdenc5@aol.com; Phone: 805-217-0689
Steve: lavco12000@yahoo.com; Phone: 360-477-4252**

Soroptimist International of Sequim – Shredding Event scheduled!

Saturday April 27th 9am to 5pm

Have you been cleaning out files when you did your taxes? Do you have a box of documents that need shredded?

Soroptimist of Sequim are holding a Shredding Event on Saturday, April 27th, from 9 am to noon at the Sequim Branch of the Kitsap Bank near Walmart. Enter the bank from the traffic circle and you will be directed to the Shred Truck. Donations are accepted!