Teal Lake Village Association
Quarterly Meeting of the Board of Directors
March 15, 2021

MINUTES

1. Call to Order at 10:00am

2. Quorum: All board members present

3. Approve Agenda: Moved by Patty Patterson, second by Tom Britton, Passed unanimously.

4. Approve Minutes of December 14, 2020: Moved by Tom Britton, second by Tom Sprandel, passed unanimously.

5. Officers and Committee Reports

- President's Report: Attached. Steve Hammond reported that new Landscaping coordinator was not very responsive, going to elevate his concern. Trying to get a handle on settlement in Lewis situation.
- ARC Report: Attached. Patty Patyerson modified the common area request form.
- Landscape Report: Attached.
- Treasurer's Report: Attached. While current funds are adequate, unexpected new pond expenses are a concern. More discussion planned in special meeting at end of April.
- Welcome Report: Attached. No houses currently for sale in Teal Lake.

6. Old Business

a. Revisit merit of keeping or removing deteriorating newspaper boxes: Patty Patterson, with help from the Waldenbergs conducted a survey of existing use of news boxes. Based on survey only three had enough use and interest to merit keeping. Motion to hire to someone to make sure the news boxes on Seabreeze Lane, Seaway Place near cul-de-sac, and Lower Sea Vista Terrace be repaired or replaced and the rest of the boxes to be removed. Not to exceed $2400.00. Moved by Steve Hammond, second by Tom Sprandel, passed unanimously.

b. Discuss additional mowing or weed abatement for common areas: tabled until we have adequate funds.

c. Discuss motion for setting up reserves for common area renovation: Motion to set up special meeting in late April to plan how this can be done. Look into having Christine Spagle consult. Moved by Tom Britton, second by Steve Hammond, Passed unanimously.

d. Review simplified guide to NLS Services and PLUA explanation. Nice work by Phyllis Waldenberg to be included in new owner packages.

e. Update on bank change to Sound Bank: All checking now done out of South Sound Bank. Maintaining accounts in Kitsap bank for the time being.

f. Electrical outlet at flag area: Approved spending $160.00 for the repair.

7. New Business

a. Lewis complaint recognition awards: Sheila Twohey spent considerable time assisting in the preparation of this complaint and settlement. Motion to award her a $150.00 gift certificate for a

dinner in recognition of her work. Moved by Steve Hammond, second by Tom Sprandel, passed unanimously.

b. Exterior light check for all residents: All homeowners are required to have at least one outside light controlled by a photo sensor for off/on. Please check your lights to make sure they are going on at night.

c. Pond Expense: See attached. This unexpected expense is still evolving but is very concerning to our overall financial well-being. Will be working with Bayview to get a more accurate handle on the amount and timing of these unbudgeted expenses.

d. Board nominations: currently there is one open slot and one board member completing his term in 2021. Need to have nominations in place by June 30, 2021 so they can be included in the Annual General Meeting package that needs to be mailed by August 15, 2021.

e. Landscaping contract; Need to start looking for competing bids as our current contract expires in December, 2021.

8. Owner Comments: Still some dog owners not picking up after their pets. Please make sure this is done everywhere! All residents are impacted.

9. Adjourn: Motion to adjourn at 11:30. Moved by Tom Sprandel, second by Patty Patterson. Passed unanimously.

Next regularly scheduled meeting: June 21, 2021 @ 10:00 am

By,
Tom Britton, Secretary
3-15-2021

Attachments:

1-TLVA_2021-03-15_Q1-ARC-Rept.pdf

2-TLVA_2021-03-14_Common-Area-Modification-Application.pdf

3-TLVA_2021-03-15_Nominations-Deadline.pdf

4-TLVA_2021-03-15_Newspaper-stand-Results.pdf

5-TLVA_2021-03-15_Treasurers-Report-Fin-Stmts.pdf

TEAL LAKE VILLAGE 1ST QUARTER BOARD MEETING; MARCH 15, 2021

ARC REPORT

There have been three applications and three inquiries since the last meeting.

One application to replace a deck and deck railing was submitted to SBCA and approved.

Two applications were amendments to a previously approved PLUA landscaping revision. The new applications were to extend the project time and to slightly modify the approved design by removing a shrub. These changes were approved. The homeowner also pointed out that the TLVA Common Area Modification Application form did not include options for design changes or timeline changes of pre-approved projects. The existing form was revised to incorporate these suggestions and can replace the existing form on the TLVA website.

One inquiry about adding shrubbery at the lot line was followed up with an application which is on hold, pending more detail about the intended plant list. If the selected plants will be greater than 46” at maturity, the homeowner will complete the application process.

Another inquiry about adding a retractable awning on the deck, but no application was made.

A third inquiry was about a disturbance in a rock wall on common property that appears to have been caused by excessive rain. I will check with NLS to see if replacing the one or two fallen rocks is within the scope of their work. If not, we may need to pursue getting estimates from independent landscapers.

Patty Patterson, ARC
March 12, 2021

Teal Lake Village Association
Common Area Modification Application

Resident_____

Address_____

Lot_____ Telephone_____

Email address_____

Description of project, including changes from a previously approved project and/or time frame:

_____

_____

_____

_____

_____

_____

Starting date_____ Expected completion date_____

Revised starting date_____Revised expected completion date_____

Who will perform the work?_____

Have neighbors been notified?_____Yes_____No_____

Resident signature_____Date_____

Teal Lake Village ARC Review:

Approved_____Disapproved_____Approved with conditions_____

_____

Teal Lake ARC signature_____Date_____

Rev 3/14/21

Teal Lake Village Association
Board Meeting of 3/15/2021

Board Nominations Deadline

Motion:

Set June 30, 2021 as the deadline for submission of board nominations that will be included in the annual general meeting document package.

Note:

6/21/21 Summer Board Meeting

6/30/21 Deadline for submission of nominations

7/31/21 Finalize content of document package

8/15/21 Deadline to deliver all 98 packages to the post office.

9/20/21 Annual General Meeting

Expiring Board Positions

-- The position currently heald by Tom Sprandel
-- A vacant position formerly held by Jere Sheldon.

Continuing Board Positions

-- Steve Hammond, appointment expires September 2022
-- Patty Patterson, appointment expires September 2022
-- Tom Britton, appointment expires September 2022

Bylaws

Require written notice not less than 30 nor more than 60 days in advance of the AGM.
https://tlva.us/content/gov-docs-pdfs/TLVA_2002-06-28_Bylaws-Amendment.pdf
Bylaws Article III Secton 3. (page 2)

Tom Sprandel
3/13/2021

TEAL LAKE VILLAGE NEWSPAPER STAND SURVEY RESULTS, March, 2021

Responses

Newspaper stand users:	15 (35% of respondents)
Newspaper stand non-users:	28 (65% of respondents)
Total	43 (44% of residents)

Preferred means of managing the maintenance

	Users (%)	Non-users (%)	All respondents (%)
Remove	4 (27)	21 (75)	25 (58)
Repair	7 (47)*	2 (7)***	9 (21)
No opinion	2 (13)	3 (11) **	5 (12)
Do nothing	2 (13)	2 (7)	4 (9)
Total	15 (100)	28s (100)	43 (101)

* 4 of the 7 added "repair if needed", or "repair but ours doesn't need it"
** 1 added "but do something, boxes are in terrible shape"
*** 1 added "but new ones would look better and neater

Have an alternate means of receiving the paper

	Users (%)
Not sure	8 (53) *
No	4 (27)
Yes	1 (7)
No answer	2 (13)
Total	15 (100)

* - I suppose it would land in the driveway in plastic
- Assume it would be delivered to driveways
- Don't know if Seattle Times delivers to the door

Streets with users who want repairs or to do nothing

Seaway Place	3
Sea Breeze Lane	3
Sea Vista Terrace (Lower)	2
Unknown	1

Reasons to keep the newspaper stands

More work for carrier

- Concerned that delivery to driveways would cause additional work and cost (plastic bags) for delivery folks
- Less work for carrier
- Bagging papers in plastic takes carriers extra time

Might invite burglars

- Don't want paper lying in driveway or porch when we aren't here.
- Dropping papers in driveways is a sure sign that someone isn't home

- Throwing papers in driveway tells thieves they are welcome to visit

Protects paper from weather
- How else would papers remain dry in the morning
- Keeps paper out of inclement weather.

Miscellaneous
- The stands are a good morning gathering place for many

- Otherwise how would papers be delivered?

- Surely it won't cost that much to fix the stands - if it had been done along the way, it wouldn't be a conversation point

- Putting papers in plastic is bad for environment

- Have no other way to get the paper; our community is older, still in tune with hard copy papers. Getting rid of stands would be another nail in the coffin of daily newspapers.

- Our box is in good shape

- There are other issues (besides removing/repairing newsstands) with the appearance of the village that could be addressed to enhance home values.

- A future owner may use it

Reasons for removal

Cost
- If TLV feels cost of upkeep is unreasonable, we understand
- If I am the only one using the box across the street, it is not worth the cost to TLV
- If only 13 people receive papers in a box, then removing them is most cost responsible thing to do
- The actual usage does not justify the maintenance cost
- Why spend the money on upkeep, prefer to save money since it will produce no hardship
- We definitely would be opposed to spending anything to repair or rebuild
- If there are only a few of us the cost would be high for everyone; they need to be replaced, but not for only 20% of us
- Members can saw them off at ground level at no cost, except possibly disposal
- Replace them with cost-efficient steel cluster posts with slots for a small number of newspaper holders, insert new newspaper holders to match up with current users, and install with ability to easily remove when an owner notifies TLVA ARC she/he no longer wants the newspaper slot; reverse when an owner requests a newspaper holder. System (Mail Boss or Salisbury) available at Lowe's

Alternative paper delivery means are possible
- Seattle Times papers can be thrown in driveway in plastic wrap if requested by the homeowner; our Bremerton paper has always been thrown in driveway
- I am willing to switch to 100% digital if others want stands removed
- We do not require a paper box to receive a paper
- With the digital age, fewer people will be reading dead trees
- Delivery people can throw papers in driveways or doorsteps

- There may be other ways for folks to get their papers
- There is no reason the paper can't be delivered to the porch; I delivered the Seattle Times, folded, no plastic cover, under cover of the porch, for a couple of years

Low usage
- Unnecessary to keep them when 13% of village is using them
- Little used
- Are (only) used by a few
- Almost as many stands as subscribers
- With only 13 of 98 getting papers in the stands, it is time to say goodbye to them
- I am not using it
- I do not see anyone using the boxes in our immediate area
- Usage is/will be trending down, not up, as more and more people migrate to online media for their news - cell phones, laptops, tv, other, and as current users (older people?) move out, and new owners arrive. owners arrive.
- They are largely unused

They look bad
- Unslightly
- Ugly
- Unsightly
- They need repair - may I help with the removal?
- Unsightly, filled with junk fliers, etc.
- They are really an eyesore (2)

Continual maintenance required
- If we repair them they will need ongoing maintenance and sometime need to be replaced
- The bins attract sales material which frequently remain and need to be cleaned out; history shows few want to care for them

One less thing for people to complain about

Reasons to do nothing

Repairs can be done by resident volunteers
- It's a simple 30-minutes job to repair: scrape off moss and old paint then repaint
- We on Seabreeze maintain our own box and others could too
- The stands were built by neighborhood volunteers and association paid for supplies - it was quite a unifying effort; we understood the association would maintain them, they did not
- A group of residents built and installed the stands, had fun doing it with no injuries nor lawsuits and we all enjoyed having them. If liability is an issue for residents to do the repairs, it is ridiculous.
- Residents on the street could restore them if HOA paid for supplies and I believe many would volunteer
- It seems as if some of the residents who use/live near those boxes that need repair could show that they care about how their area looks and clean them out when trash accumulates or mend them. It could be a simple task for some.
- We take care of the stand ourselves - each paper stand group should take care of theirs

They look okay as is
- Outlook Lane's is in fair shape. It's cute.
- Newspaper stand looks okay to me.

Teal Lake Village Association
Treasurer's Report
March 15, 2021

1. Cash Position 2/28/2021: Our cash position is satisfactory for now. Once all outstanding checks and deposits have cleared we will have $37,340.70.

2. Dues Receivable: As of 2/28/2021 we had prepaid dues of $8,660 and receivables of $40 for a net of -$8,620 A/R. Receivables were all less than 60 days.

3. 2021 Dues Reminder: Second quarter dues will be $470.00, Be sure to change your automatic payment details. Dues should be made payable to "Teal Lake Village Association" and should be sent to:

Teal Lake Village Association
C/O: WESTSOUND SERVICES
PO BOX 754
KINGSTON, WA 98346

4. Unexpected Pond Expense, Budget, and Estimated Cash Flow: It looks like the settling pond will disrupt our budget. The 2021 budget was constructed on the assumption that we would have only regular, annual mowing expense in 2021. Accordingly we budgeted $4,200 (See August 10, 2020 Minutes.) Recently we were informed that there are additional steps to complete the restoration project. Our total expense for 2021 is now estimated to be $20,930. We are working out the payment schedule with Bayview Village. Timing will be critical.

Submitted by,
Tom Sprandel
Treasurer

Attachments: February 28, 2021 Financial Statements

Teal Lake Village Association
Balance Sheet
As of February 28, 2021

	Feb 28, 21
ASSETS	
Current Assets	
Checking/Savings	
CASH BALANCE	
Kitsap Bank Checking #5311	1,568.69
Kitsap Bank MM #5318	8,405.73
Sound Community Bank #7882	27,366.28
Total CASH BALANCE	37,340.70
Total Checking/Savings	37,340.70
Accounts Receivable	
Accounts Receivable	-8,620.00
Total Accounts Receivable	-8,620.00
Other Current Assets	
Prepaid Insurance	-1,408.75
Total Other Current Assets	-1,408.75
Total Current Assets	27,311.95
TOTAL ASSETS	**27,311.95**
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	21,615.98
Net Income	5,695.97
Total Equity	27,311.95
TOTAL LIABILITIES & EQUITY	**27,311.95**

Teal Lake Village Association
Profit & Loss Budget vs. Actual
January through February 2021

	Jan - Feb 21	Budget	% of Budget
Ordinary Income/Expense			
Income			
REVENUES			
Homeowners Dues Income	46,060.00	184,240.00	25.0%
Homeowners Finance Charges	0.00	10.00	0.0%
Late Fee Income	0.00	200.00	0.0%
Interest Income	1.35	50.00	2.7%
Utility Recovery	0.00	105.00	0.0%
Total REVENUES	46,061.35	184,605.00	25.0%
Total Income	46,061.35	184,605.00	25.0%
Gross Profit	46,061.35	184,605.00	25.0%
Expense			
ADMIN EXP			
Accounting	1,200.00	4,800.00	25.0%
Annual Audit	0.00	6,000.00	0.0%
Banking Charges	0.00	50.00	0.0%
Insurance Expense	402.50	2,458.00	16.4%
Miscellaneous	0.00		
Postage/Office	0.00	613.01	0.0%
Total ADMIN EXP	1,602.50	13,921.01	11.5%
LANDSCAPING EXP			
Landscaping Contract			
Landscaping Contract Discount	-783.42	-2,875.18	27.2%
Landscaping Contract - Other	39,171.57	143,758.84	27.2%
Total Landscaping Contract	38,388.15	140,883.66	27.2%
Landscaping Miscellaneous	0.00	5,996.94	0.0%
WSST at %	0.00	12,679.53	0.0%
Total LANDSCAPING EXP	38,388.15	159,560.13	24.1%
REPAIRS & MAINTENANCE			
General Maintenance	130.80	2,400.00	5.5%
Holding Pond	0.00	4,200.00	0.0%
Total REPAIRS & MAINTENANCE	130.80	6,600.00	2.0%
TAX EXPENSES			
Jefferson Co. Property Tax	17.90	18.00	99.4%
Tax Preparation	0.00	160.00	0.0%
Total TAX EXPENSES	17.90	178.00	10.1%
UTILITIES EXP			
Electricity	133.03	334.18	39.8%
Water	93.00	293.30	31.7%
Website	0.00	176.00	0.0%

Teal Lake Village Association
Profit & Loss Budget vs. Actual
January through February 2021

	Jan - Feb 21	Budget	% of Budget
Total UTILITIES EXP	226.03	803.48	28.1%
Total Expense	40,365.38	181,062.62	22.3%
Net Ordinary Income	5,695.97	3,542.38	160.8%
Net Income	**5,695.97**	**3,542.38**	**160.8%**

Teal Lake Village Association
A/R vs Prepaid Accounts

02/28/21

Number of Accounts	Each	Receivable Dr	Prepaid Cr	Net A/R Dr Balance
0	470.00	0.00	0.00	
2	20.00	40.00	0.00	
86	0.00	0.00	0.00	
1	(280.00)	0.00	280.00	
1	(430.00)	0.00	430.00	
2	(450.00)	0.00	900.00	
1	(470.00)	0.00	470.00	
1	(940.00)	0.00	940.00	
4	(1,410.00)	0.00	5,640.00	
98		40.00	8,660.00	(8,620.00)

All Receivables less than 60 days.

Kitsap Bank

For 24-hour telephone line or online access:
360.876.3644 • 800.283.5537 | kitsapbank.com

Direct general inquiries to your local bank: ***360.344.3424***
69 Oak Bay Road, Port Hadlock, WA 98339

Statement of Account

Statement Period	1/31/21-2/28/21
Total Days in Statement Period	28

2880

TEAL LAKE VILLAGE ASSOCIATION
PO BOX 65011
PORT LUDLOW WA 98365-0011

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- ITS (Interactive Teller Service)
- ATM
- Drive-Up
- Mobile & Online Banking Services

Or, call our Customer Service Center at 800.283.5537, Monday through Friday, 8am – 5pm.

Account Balances

ACCOUNT	ACCOUNT NUMBER	BEGINNING BALANCE	ENDING BALANCE
Business Eco Checking	2500815311	$1,568.69	$1,568.69

Business Eco Checking: 2500815311

Beginning Balance	$1,568.69	Total Subtractions	$0.00
Total Additions	$0.00	Ending Balance	$1,568.69

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Teal Lake Village Association
Reconciliation Summary
Kitsap Bank Checking #5311, Period Ending 02/28/2021

	Feb 28, 21
Beginning Balance	1,568.69
Cleared Balance	1,568.69
Register Balance as of 02/28/2021	1,568.69
Ending Balance	1,568.69

Kitsap Bank

For 24-hour telephone line or online access:
360.876.3644 • 800.283.5537 | kitsapbank.com

Direct general inquiries to your local bank: ***360.344.3424***
69 Oak Bay Road, Port Hadlock, WA 98339

Statement of Account

Statement Period	1/31/21-2/28/21
Total Days in Statement Period	28

2881

TEAL LAKE VILLAGE ASSOCIATION
PO BOX 65011
PORT LUDLOW WA 98365-0011

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Account Balances

ACCOUNT	ACCOUNT NUMBER	BEGINNING BALANCE	ENDING BALANCE
Money Market Plus	2500815318	$8,405.09	$8,405.73

Money Market Plus: 2500815318

Beginning Balance	$8,405.09
Interest Paid Year-To-Date	$1.35
Total Additions	$.64
Total Subtractions	$0.00

Low Balance	$8,405.09
High Balance	$8,405.73
Ending Balance	$8,405.73

Deposits / Credits

Date	Transaction Description	Additions
02/28/21	INTEREST CR	$.64

Daily Balance

DATE	ENDING BALANCE	DATE	ENDING BALANCE
01/31/21	$8,405.09	02/28/21	$8,405.73

MIX Paper FSC FSC® C003912

Teal Lake Village Association
Reconciliation Summary
Kitsap Bank MM #5318, Period Ending 02/28/2021

	Feb 28, 21
Beginning Balance	8,405.09
Cleared Transactions	
Deposits and Credits - 1 item	0.64
Total Cleared Transactions	0.64
Cleared Balance	**8,405.73**
Register Balance as of 02/28/2021	8,405.73
Ending Balance	8,405.73

SOUND COMMUNITY BANK
Simply better here.

Last statement: January 31, 2021
This statement: February 28, 2021
Total days in statement period: 28

TEAL LAKE VILLAGE ASSOCIATION
147 SEAWAY PL
PORT LUDLOW WA 98365

0057427882
(0)

Direct inquiries to:
1-800 458-5585

Sound Community Bank
9500 Oak Bay RD
Port Ludlow WA 98365

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Account number	0057427882
Low balance	$31,727.05
Average balance	$38,518.29
Avg collected balance	$38,518

DAILY ACTIVITY

Date		Description	Additions	Subtractions	Balance
01-31		Beginning balance			$32,257.00
02-01	'	Remote Merchant Dep	12,710.00		44,967.00
02-08		Check 1003		-17.25	44,949.75
02-08		Check 1001		-26.65	44,923.10
02-08		Check 1005		-12,796.05	32,127.05
02-09		Check 1004		-400.00	31,727.05
02-10	'	Deposit	915.00		32,642.05
		TLR 706 BR 07			
02-16	'	Remote Merchant Dep	1,430.00		34,072.05
02-16	'	Remote Merchant Dep	4,700.00		38,772.05
02-28		**Ending totals**	19,755.00	-13,239.95	$38,772.05

CHECKS

Number	Date	Amount	Number	Date	Amount
1001	02-08	26.65	1003 *	02-08	17.25

SOUND COMMUNITY BANK
Simply better here.

TEAL LAKE VILLAGE ASSOCIATION
February 28, 2021

Number	Date	Amount	Number	Date	Amount
1004	02-09	400.00	* Skip in check sequence		
1005	02-08	12,796.05			

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	$0.00	$0.00
Total Returned Item Fees	$0.00	$0.00

Thank you for banking with Sound Community Bank

Teal Lake Village Association
Reconciliation Summary
Sound Community Bank #7882, Period Ending 02/28/2021

	Feb 28, 21	
Beginning Balance		32,257.00
Cleared Transactions		
Checks and Payments - 4 items	-13,239.95	
Deposits and Credits - 6 items	19,755.00	
Total Cleared Transactions	6,515.05	
Cleared Balance		**38,772.05**
Uncleared Transactions		
Checks and Payments - 6 items	-13,305.77	
Deposits and Credits - 1 item	1,900.00	
Total Uncleared Transactions	-11,405.77	
Register Balance as of 02/28/2021		**27,366.28**
Ending Balance		27,366.28

Teal Lake Village Association
Reconciliation Detail
Sound Community Bank #7882, Period Ending 02/28/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						32,257.00
Cleared Transactions						
Checks and Payments - 4 items						
Check	01/29/2021	1005	NLS Landscape Ser...	X	-12,796.05	-12,796.05
Check	01/29/2021	1001	PUD #1 of Jefferso...	X	-26.65	-12,822.70
Check	01/29/2021	1003	PUD #1 of Jefferso...	X	-17.25	-12,839.95
Check	02/01/2021	1004	WestSound Services	X	-400.00	-13,239.95
Total Checks and Payments					-13,239.95	-13,239.95
Deposits and Credits - 6 items						
Check	01/29/2021	1002	Void	X	0.00	0.00
Deposit	01/30/2021			X	12,710.00	12,710.00
Deposit	01/31/2021			X	2,820.00	15,530.00
Deposit	02/09/2021			X	915.00	16,445.00
Deposit	02/09/2021			X	1,880.00	18,325.00
Deposit	02/16/2021			X	1,430.00	19,755.00
Total Deposits and Credits					19,755.00	19,755.00
Total Cleared Transactions					6,515.05	6,515.05
Cleared Balance					6,515.05	38,772.05
Uncleared Transactions						
Checks and Payments - 6 items						
Check	02/28/2021	1010	NLS Landscape Ser...		-12,796.05	-12,796.05
Check	02/28/2021	1009	WestSound Services		-400.00	-13,196.05
Check	02/28/2021	1008	Olympic Water & S...		-46.50	-13,242.55
Check	02/28/2021	1006	PUD #1 of Jefferso...		-28.07	-13,270.62
Check	02/28/2021	1011	Jefferson County Tr...		-17.90	-13,288.52
Check	02/28/2021	1007	PUD #1 of Jefferso...		-17.25	-13,305.77
Total Checks and Payments					-13,305.77	-13,305.77
Deposits and Credits - 1 item						
Deposit	02/28/2021				1,900.00	1,900.00
Total Deposits and Credits					1,900.00	1,900.00
Total Uncleared Transactions					-11,405.77	-11,405.77
Register Balance as of 02/28/2021					-4,890.72	27,366.28
Ending Balance					**-4,890.72**	**27,366.28**