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**Skagit County
Novel Coronavirus Outbreak (COVID19)
Information**

If you are an at-risk individual who is on quarantine or isolation, and you find yourself in need of assistance with getting/picking up supplies or food, or knowing where to call to get such resources delivered to you, call the Skagit County Resource Assistance Line at:

360-416-1892 between 10 a.m. & 2 p.m. daily

You can find more local information on the Skagit County Department of Health website:

<https://www.skagitcounty.net/Departments/HealthDiseases/coronavirus.htm>

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<http://shoplaconner.com/>

Shelter Bay Office Closures

Office remains closed to the public until further notice. Staff is primarily working from home and can be reached by email or phone.

~ Thank you for your patience ~

May 16, 2020 Annual Membership Meeting/Election Results

Total Possible Member Votes in the Community	861
Members Eligible to Vote:	835
Total Number of Members Voting:	301
Voter Turnout:	36%
Quorum Present (20% of Members Eligible to Vote):	yes

Directors' Ballot	Votes	Result
Jack Galbraith	250	Elected
Ralph Roper	208	Elected
Judith (Judi) Slajer	255	Elected
Don Moore	2	Write-In
Fred Laws	1	Write-In

Ballot Issues	Yes	No	Result
#1 – Approve the Annual Meeting Minutes of May 18, 2019	293	8	Approved
#2 – Ratify FY 2020-2021 Operating and Capital Budget	270	31	Ratified

PRESIDENT'S MESSAGE



Master Lease Activity: As I relayed in last month's Newsletter, examination of the Swinomish Tribal Senate's Lease Renewal proposal of April 22, 2015 clearly indicates that it is not in Shelter Bay's or the Tribe's best interest. The rents under the lease proposal are not sustainable without a mechanism to tie the rent and home values to changes in market conditions over a term of 75 years. The Board of Directors has notified Tribal Senate Chairman Steve Edwards that we cannot recommend the lease proposal to our members and are removing it from any future consideration. We have indicated that Shelter Bay is very interested in pursuing a lease extension or renewal that would ensure Shelter Bay continues to be a strong asset for the Tribe and the Indian landowners. With the help of our consultants, we hope to meet with members of the Tribal Senate soon to jointly discuss our thoughts and goals for the future.

Coronavirus Update: No news is good news. There have been no new reported cases of COVID-19 within Shelter Bay beyond the initial case of a twenty-year-old in self-quarantine in March. I believe our Shelter Bay members have been doing a good job of social distancing for the most part. However, our lock down is approaching 3 months and with better weather on the horizon we may all be getting a bit itchy to get out and about. Please be patient. Shelter Bay will be advised by the Swinomish Tribal Senate as to our guidelines for reopening and we will keep you informed.

Martha's Beach Pit Fires: Recently, non-Shelter Bay residents had a beach fire in a self-constructed fire pit on Martha's Beach. Concerned members called 911 and both the Fire and Police Departments responded. The Shelter Bay Board of Directors has prohibited fires on the beach out of fear of a fire catching the adjacent dry brush and racing upland to nearby homes. Neither the police nor fire department are authorized to extinguish such a fire because those agencies do not enforce Shelter Bay rules. Should the Board request the Tribal Senate adopt an ordinance prohibiting beach fires to empower those agencies to act or should we look for other ways to control actions at the beach without losing what some

members value as an amenity. This item will be on the Board's June agenda for discussion. Your input?

Storage Lot Security: We have had several attempted break-ins at our upgraded Storage Lot facility. Fortunately, none of the perpetrators were successful in their attempts. The new security/surveillance system has been upgraded. If anyone touches or tries to cut the fence a call is made and the Swinomish Police Department is alerted. The police are quickly "Johnny on the Spot" and have successfully thwarted these attempts. This must be good news for those leasing space at the Storage Lot. Our rates are lower than the competition and the lot is secure. There are spaces with electrical hook-up for those who need it. Overall, the Storage Lot is an excellent place to store your RV, boat, or trailer.

Roland Miller Retires. All of us owe a heart felt thank you to Vice President Roland Miller as he steps away from the Board of Directors. Roland's leadership, knowledge, and willingness to do the work has been a huge asset to the Board of Directors and will set a great example for others who follow in his footsteps.

Election Results: Congratulations to Jack Galbraith on his election as a new member to the Board of Directors. Jack brings plenty of community organizational and administrative experience. He has become familiar with our Shelter Bay governance by serving on the Rules Committee. Also, congratulations to Judi Slajer, a long time highly experienced Board Member, and to Ralph Roper who were both re-elected. Thank you for your willingness to step-up and serve the Shelter Bay Community. The annual budget was also approved. Unfortunately, the voter turn-out was only 36%.

Director Vacancy: Speaking of Board members, we have a Board vacancy due to the recent resignation of Director Steff Steinhorst. The Board Candidate application is available on the Shelter Bay website with the posting now open until June 30th. If you are interested in being part of helping Shelter Bay evolve into becoming among the most desirable communities in the Pacific Northwest, serving on the Board may be the place to be. A side benefit is that it provides a real sense of purpose and service to the Community we enjoy living in.

Stay safe,
Tom Napier

Board of Director Vacancy

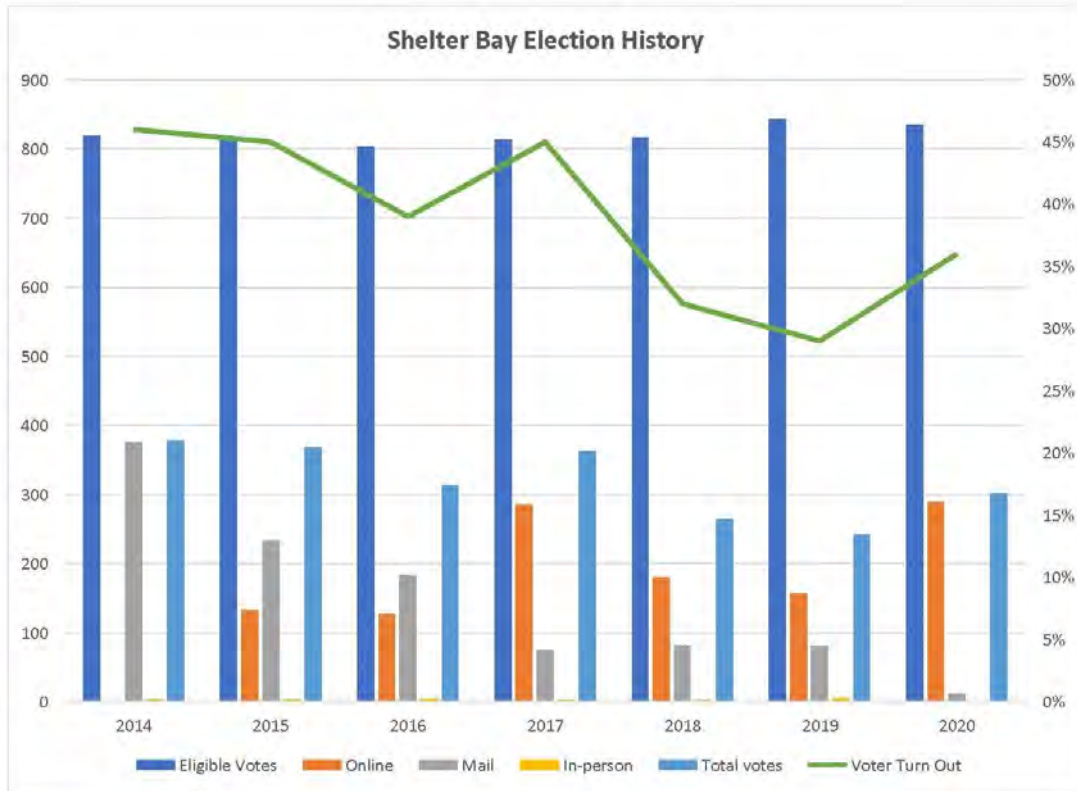
With the resignation of Director Steff Steinhorst, there is a vacancy on the Board of Directors. The Board is accepting Candidate applications to fill the just over 2-year term expiring on June 30, 2022.

Members interested in serving on the Board are asked to complete a Board Candidate Form with a resumé attached and return it to the Office by Monday, June 30, 2020.

The Board of Directors will then select candidates to interview for filling the vacancy. The Candidate Form can be mailed to you by calling the Office at 360-466-3805 or by visiting the Website at:

<https://shelterbaycommwa.pilera.com/>

Thank you.



Shelter Bay Election Result History							
	2014	2015	2016	2017	2018	2019	2020
Eligible Votes	819	812	803	813	816	843	835
Online		132	127	285	180	157	289
Mail	375	233	183	75	82	80	12
In-person	3	3	4	2	2	5	0
Total votes	378	368	314	362	264	242	301
Voter Turn Out	46%	45%	39%	45%	32%	29%	36%

Shelter Bay Community held its first annual “digital only” remote meeting and election on Saturday, May 16th to elect three Directors, vote on the proposed FY 2020-2021 Budget and the minutes of the Annual Meeting held on May 18, 2019.

This year’s percent of eligible voter turnout was 36% of 835 eligible voters. Over the past 7 years, 2014 was the highest with 46% of eligible voters having voted, representing 819 eligible voters.

There were three Board of Directors positions open for election with three candidate names on the ballot. The final vote percentage for these positions were approved by:

Judi Slajer 85% Ralph Roper 69% Jack Galbraith 83%

There were two write-in names receiving a total of 3 votes for both individuals.

The outcome for the two ballot issues were approved as follows:

Annual Meeting Minutes: 97% Proposed 2020-2021 Annual Budget: 90%

While this year’s voting and annual meeting were digital, the actual vote counting required the attendance of three community members and the community’s Executive Secretary at the Club House to perform the actual count, make a “double count” to verify accuracy, and record the official Teller’s Report. A special THANK YOU goes to Cate Grinzell and Kathy Markham for volunteering their Saturday morning in a “social distance” room to do the all-important work of “tallying the votes”. The annual election is produced and directed by Debbie Byrd, Shelter Bay’s Executive Secretary, and with her knowledge, experience and commitment to our community this important annual event goes effortlessly throughout the voting cycle. The Secretary Pro-Tem of Shelter Bay Community was present to observe that the count, tallying and recording of the vote were conducted according to the governing documents.

Thank you to Don Newby for your participation.

TREASURER'S REPORT



2019-2020 In Review – This is a short review of the accomplishments of the Finance Committee and Board. Many appreciations for the hard work of the Finance Committee members.

- Updated the Financial Policies – These policies have been updated to make them consistent with new financial management software implemented in the past several years.

- Marina Receivables – The Finance Committee became aware of the difficulty in collecting delinquent moorage from non-resident Marina tenants after they remove their boat from the Marina. Policy has been

revised requiring those more than 60-days past due to sign up for ACH payments, or else lose their lease with the Marina.

- Community 90-days+ Delinquent Accounts – Thanks to the efforts of the Board, Finance Committee and administrative staff, these receivables are at their lowest level since 2004.
- Storage Lot Fees – On July 1, the Storage Lot fees will increase per linear foot over a base rate for a 25' space. The security system at the lot has been upgraded and enabled to notify the Manager when a disturbance occurs. Spaces are being realigned to provide for more 50' spaces for longer units, resulting in increased revenue.
- Current Year Finances as of April 30, 2020 – With 10 months of the fiscal year complete, our finances are tracking well with budget projections.
- Water Disconnects for Non-Payment – Policy was changed to disband the use of the door hanger notices and change the delinquency letter, which is mailed certified, to make it clear when a water disconnect will occur.
- Allocation of Reserves and FY 2019 Audit – Upon the Manager and Finance Committee's recommendations, the Board allocated excess earning from Fiscal Year 2018-2019 to the Operating and Capital Reserve Funds which completes the Audit work for the prior fiscal year. The Community received an **unqualified opinion** from our Auditor, Williams and Nulle, which signifies a 'clean' audit.
- Increase in the Marina Assessed Valuation – The Assessor for the Swinomish Taxing Authority increased the value of Marina improvements by \$4 million for an added annual Use Tax expense of \$62,000. The Board has filed a formal appeal to this increase in value.
- Budget for Fiscal Year 2020-2021 – Staff, the Finance Committee and Board devoted considerable hours to prepare and submit a budget for next fiscal year which the members ratified on May 16th. The Board made a concerted effort to keep assessments and utility rates as stable as possible while still maintaining Community operations and facilities.
- 2023 Rent Adjustment – In order to avoid costly appraisals and possible arbitration to settle the valuation issue, the Board approached the Tribe to see if it wanted to use the 2013 Rent Adjustment Index method to update Shelter Bay values from 2013 to 2023. The Tribe responded its willingness to use the index which arrangement needs to be finalized by both entities.
- Coronavirus Hardship Policy – The Board is working on a Community Coronavirus Hardship Policy which would apply to hardship cases that are 60-days or more past due, and on a monthly basis the penalty and interest on overdue accounts has been waived.
- Long-Range Financial Plan – In keeping for the need for information to be used to develop a long-range financial plan, the Board has approved having a Community Survey prepared in concert with input from committees and the members. This information will guide future Boards in continuing to bring financial stability and raise sufficient revenue to maintain the community as one of the most desirable communities in the Pacific Northwest.

Manager's Corner - David Franklin

The Annual Meeting and Election – The Annual Election held on May 16th went very well, thanks to the hard work of the Elections Committee Members: Cate Grinzell and Cathy Markham, with Board Secretary Pro-Tem Don Newby and Executive Secretary Debbie Byrd providing support. Voter turnout was 36% up by 7 points from last year, which is about average for homeowner associations in the United States. Both ballot issues passed, and three Board members were elected. For those members who did not attend the annual meeting, a video recording of the meeting, Teller's Report, and all annual reports are now posted on the Shelter Bay website at <https://shelterbaycommwa.pilera.com/page/elections>

The Shelter Bay employees wish to congratulate Judi Slajer and Ralph Roper on their re-election and to Jack Galbraith on his election to his first term as a Director. And many thanks to Roland Miller for his years of duty to the Community.

New Billing Rates July 1st, 2020– As a result of the Member approved budget, new rates go into effect for the July 1st billings as follows:

	Assessment		Difference from Current Year
	FY 19-20	FY 20-21	
Operating Assessment – Monthly	\$ 74.50	\$ 80.50	\$ 6.00
Annualized	894.00	966.00	72.00
Capital Assessment – Monthly	85.00	85.00	No Change
Annualized	1,020.00	1,020.00	No Change
Assessment Totals – Monthly	\$ 159.50	\$ 165.50	\$ 6.00
Annualized	1,914.00	1,986.00	72.00
Supplemental Rent Divisions 2, 3, 4 and 5	Varies by Lot Per Supplemental Rent Roll		No Change in Rent
Lease Admin Fee	20.00	20.00	No Change
Water Utility – Monthly Base Rate	24.00	26.00	2.00
Water Utility – Use Rate	0.021	0.022	0.001
Sewer Utility	28.00	28.00	No Change
Assessment and Fee Totals	\$ 231.50	\$ 239.50	\$ 8.00
Annualized (Leasehold)	2,778.00	2,874.00	96.00

For the Marina, the Shelter Bay Board of Director's adopted the following Marina moorage rates for Members upon recommendation from the Harbor Committee and ratification by the Members:

2020 Shelter Bay Member Moorage Per Foot All Docks				
SB Slip Size	New Dock	Increase	Old Dock	Increase
< 37	\$ 7.45	\$ 0.50	\$ 6.75	\$ 0.15
38-43	\$ 7.90	\$ 0.50	\$ 7.15	\$ 0.15
44-49	\$ 8.30	\$ 0.30	\$ 7.75	\$ 0.15
50-54	\$ 8.70	\$ 0.15	\$ 8.25	\$ 0.15
55-59	\$ 9.20	\$ 0.60	\$ 8.30	\$ 0.15
60 >	\$ 9.90	\$ 0.70	\$ 8.90	\$ 0.20

Moorage rates are set at 90% of the Port of Skagit rates plus an additional 10% discount for Members. Rates on new docks also include the dock box rental instead of a separate \$7/month charge.

Call 811 Before You Dig– With Summer projects in full swing, the Shelter Bay Office has been made aware of Members not calling for utility locates prior to breaking ground. Shelter Bay Community operates water and sewer utilities and should receive notice from “811” utility locate services. The call is free, and reduces liability if you or your contractor hit something that can be expensive to repair. The biggest problem is thinking your project is too small or the contractor called for locates. In general, if you're digging more than 12 inches below the surface of your lot or bringing in heavy equipment like a stump grinder, you must call 811. To understand when to call 811, go to this website at : <http://call811.com/before-you-dig/do-i-really-need-call>. *continued on p.6*

Manager's Corner - David Franklin *continued from p.5*

Pool Season – Due to the Coronavirus Pandemic, the Shelter Bay Lower Pool did not open for the Memorial Day Weekend for the first time in memory. Opening of the Pool is uncertain for the remainder of the 2020 season. Shelter Bay Board and Management will be following guidance from the Swinomish Tribal Public Health Officer as provided through the Swinomish Senate's Orders and Resolutions. If and when the current Stay Home Order is modified by the Swinomish Senate to allow the pool to open, there are many practical and some legal issues that would still need to be resolved. Keeping Members and their families safe is of paramount importance to Shelter Bay and to do so, many questions will need to be answered dependent on regulations. How will social distancing be maintained? How are frequently touched surfaces disinfected? By whom? How often? Who will enforce? Will there even be enforcement, or will it be "Use the Facilities at Your Own Risk"? These are questions that every business, school, church, and government are trying to figure out right now. We will continue to closely monitor the situation and announce any changes when and if there is certainty surrounding a safe reopening of the Lower Pool.

Stay Home Order, Coronavirus, and Safety of Members and Employees – As mentioned previously, Shelter Bay is under the jurisdiction of the Swinomish Tribal Indian Community and the Stay Home order issued by the Swinomish Senate. Shelter Bay will be participating with Tribal governance in shaping how we return safely back to a more normal operation. As with the State, the Tribe will likely loosen regulations and guidelines in phases. Social distancing, masks, limiting gathering sizes will all likely be part of the mitigation strategies for months to come. We do not know when we will be able to safely open up the Office, the Clubhouse, the Pool etc. Moreover, many public health officials believe things may get worse again in the fall, so we will need to remain fluid and flexible in our response. The Shelter Bay Board continues to recognize the vulnerability of Shelter Bay residents to COVID-19. According to a 2019 survey, 80% of Shelter Bay residents are over 60 years of age and at higher risk of serious complications due to the disease. With this in mind, Shelter Bay may take an even more cautious approach to opening than local health officials prescribe.

Please stay healthy, happy, and hopeful this summer.



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Board of Directors

Action Items

Regular Meeting of May 20, 2020

- 1) Declared that the May 16, 2020 Annual Membership Meeting was validly held with a quorum present and certified the Election results as provided in the Teller's Report.
- 2) Adopted Resolution 20-09 revising the Facilities and Amenities Committee Guidelines to clarify the responsibilities and relationship of the Facilities and Amenities Committee, the Marina Business Plan Implementation Team, and the Harbor Committee.
- 3) Approved the development of a Community-wide survey by the Communications Committee to gather input prior to the January 2021 Budget cycle to assist in crafting a long-term fiscal management plan.
- 4) Acknowledged receipt of the Annual Audit as performed by the accounting firm and Williams & Nulle for the Fiscal Year ending June 30, 2019. The report is a 'clean' audit indicating that the Community and Company finances are in good order and in keeping with generally accepted accounting principles.
- 5) Appointed Steff Steinhorst as an Alternate Member of the Architectural Compliance Committee.
- 6) Appointed Bill Davis as a member of the Ad Hoc Safety Committee.
- 7) Appointed Don Moore as an Alternate Member of the Rules Committee.



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Regular Meeting of May 20, 2020

- 1) Adopted Resolution 20-01 revising the Company Financial policies to correspond with the capabilities of the new accounting and customer management software platforms.
- 2) Received the draft FY 2020-2021 Company Budget as prepared by Manager Franklin and forwarded to the Finance Committee for further review/recommendation.

SHELTER BAY HAPPENINGS

Exercise Class

Tap

Book Club

These activities are still canceled until further notice. But stay tuned, and watch this space for updates as Shelter Bay resumes activities.

~ Please Respect Shelter Bay Facilities ~

The Golf Course & Tennis Courts are for MEMBERS ONLY and THEIR PERSONAL GUESTS!

All facilities in Shelter Bay are private and not for general public access.

~ Thank you ~



**Join us for our first virtual class,
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**Bolster Your Immune System:
Foods and Supplements During This Time
of Crisis**

Friday, June 5 - 4:00-5:00pm

Register at www.shelterbay.net.

NOTE: this class will be held online. Registrants will be sent the link via email to join the class.

Class is FREE. Registration is REQUIRED.

Registration closes Thursday, June 4 – NOON

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Soroptimist International of La Conner is a non-profit community service organization dedicated to improving the lives of women and girls in our community. We are a 501(c)(3) organization. Donations are tax deductible.

Christ the King Community Church

**Join us online, Sundays at
9:30 am, beginning March 22.**

Open YouTube on your computer, phone or smart TV and search for: La Conner CTK Online.

OR

Search in Google for: La Conner CTK Online.

Click on the video that says "live service".

Pastor: Jon Skiffington **498 N. 6th St., La Conner**
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June 2020

Sun Mon Tue Wed Thu Fri Sat

	1 Office Closed -In Service Day 3:00 Safety (TELECONF)	2 9:00 Architectural Compliance (TELECONF) 3:00 Rules (TELECONF)	3	4 9:00 Facilities (TELECONF)	5	6
7	8	9 3:00 Harbor (TELECONF)	10	11 9:00 GLOT (TELECONF) 3:00 Finance (TELECONF)	12	13
14 	15	16 9:00 Architectural Compliance (TELECONF)	17 2:00 Board Meeting (TELECONF)	18 1:30 Commu- nications (TELECONF)	19	20
21 	22	23	24	25 9:00 GLOT (TELECONF)	26	27
28	29	30				

**Look for information on attending meetings by teleconference on the meeting Agenda posted at the Website.
Interested Shelter Bay residents are encouraged to attend.
Please visit the Calendar page @ www.shelterbay.net for updates.**



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President - Tom Napier

Vice President - Roland Miller

Treasurer - Judi Slajer

Secretary - Laurie Wishkoski

Directors

Garry Cline, Don Newby, Ralph Roper,
Steve Swigert

Executive Secretary - Debbie Byrd

Committee Chairpersons:

Architectural Compliance: Ric Henderson

Lot/Greenbelt: Carole Miller

Rules: Judy Bennett

Harbor: Bruce Romero

Communications: TBD

Facilities: John Koch

Finance: Judi Slajer

Safety: Jerry Anderson

Social & Recreation: Kathy Develle