

**Carlyon Beach Homeowners Association
Board Meeting Minutes
August 25, 2020**

**Present: Sandi Allen, Patricia Olive, Linda Bremer, Marv Harris, Jeremy Madden
Excused – Bill Allen**

I. Call to order at 7:00pm by Sandi Allen

II. Flag Salute

III. Member Comments

- a. **Karrin Kassin** - She would like to see locks on the gates into the park. Has seen people using facilities that are not members. Suggested that they contact Member Services email so comments can be collected for the Board. Sandi Allen mentioned that locks on the fence to the park has been voted down before. Jeremy Madden explained that the current focus is to keep non-members out of the parking lot using stickers, signage, and towing. If they aren't parking in the lot, they probably aren't coming in. Sandi feels that stickers will need to be voted on. There was a question about enforcing the no parking fines. Jeremy and Sandi will work together on signage for the parking lot, park and marina.
- b. **Harry Lohne-Luciani** – Wanted to bring up Rules and Regulation changes in relation to building 2 story homes. Sandi Allen stated that the Lawyer needs to be contacted again to clarify issues that were brought up several months ago. It was noted that when the proposal was submitted in July that we stated the topic would be discussed in September when Rules and Regulations were reviewed. Harry feels the Rules and Regulations are vague and contradictory. This topic is on the list to discuss.

IV. Approval of the Minutes

Motion 1. Marv moved to approve the Minutes of the July 28, 2020 Board meeting. Linda seconded. Approved 5 – 0.

Motion 2. Patricia moved to excuse Bill Allen from the meeting as he called to inform us that he was unable to attend. Marv seconded. Approved 5 – 0.

V. Treasurer's Report (see attached report)

- a. Linda Bremer indicated that there was nothing major to report. It is the beginning of our new fiscal year. We are pretty much on track. We closed out last year pretty close to the budget. Nothing pops out as an issue. Marina income is pretty steady.

VI. Committee and Board Reports

- a. **President's Report:** None
- b. **Vice President's Report:** Sandi Allen reported that per the Governor's Proclamation 20-51.6 community meetings and late fees are still under the emergency provisions. RCW 43.06.220(4). Our ability to hold meetings in an area not large enough for social distancing and our ability to assess fines are still on hold until September 1.

Sandi contacted three homeowners to trim shrubs for safe sight lines at intersections. All three have already made the corrections. But they'll have to prune more because the shrubs were placed in the right away. So, it will be an ongoing issue that they're willing to work on.

- c. Roads and Stormwater: Marv Harris reports that today is the last day that they're paving. They finished everything up. We had a real good job done as usual. We are doing better to improve the integrity of the roads. There was one section at Whitecap and Windward that needed to be extended so rain would not run through the checked pavement. Whitecap needed to be connected to this year's paving to prevent weather damage. We are about \$20,000 over what was approved.

Motion 3. Patricia moved to approve \$20,000 to the road work to make the roads as safe and long lasting as possible. Jeremy seconded. Discussion: Sandi indicated that the actual overage was \$19,000. Patricia stated the figure was \$19,794.60. Linda stated that she is in gratitude for all the work that went into this project. She understands that there are overages in this type of project that are usually due to poor estimating, but in this case, it was because Marv actually looked at opportunities to save us from future issues. **Approved 5 – 0.**

- d. Water and Wastewater: Patricia Olive reports that the crews have been busy this past month. The pump on Well One went out and needed to be replaced. A temporary fix was attempted but was unsuccessful so the pump was replaced. The work to repair a blow out and erosion on Island is in process. The work that Brian and his crew have done has earned a wonderful award from the Department of Ecology for our wastewater treatment plant. They received the 2019 "Wastewater Treatment Plant Outstanding Performance" Award. Out of approximately 300 wastewater treatment plants, we are one of 125 that have achieved full compliance. This is the fifth consecutive year the CBHA treatment plant has received this award. I think we can say we're really lucky that we have Brian down there doing that great job. The water that we're putting back into the sound is passing all at 100% compliance. So that was really great. Thank you to Sandi for getting the JARPA forms sent in for the outfall. Number of septic pumps have increased in the 35 – 40 pump per day range. When they hit 35 to 36 it's constant. The crew has run into overtime. Especially on Fridays. That seems to get a big hit. We are running both trucks. Work schedules seem to be where we are getting hung up. We will have to keep an eye on that. Marv mentioned that the water from the filters needs to be checked. Jeremy indicated that Dragon Analytical will check it for under \$200.
- e. Marina: Sandi stated that the DNR finally gave us the go ahead for a multiyear plan for the marina updates to be done some each year. This plan will continue under the new lease when it gets approved, but is good until our current permit is up in June of 2021. With the multiyear plan the next five-year maintenance and repair/update permit won't hold us up each year. We will follow our plan to work during approved work windows. With the DNR approval, Thurston County and WDFW both quickly approved the plan. Sandi is in communication with USCOE to send their packet in their preferred format. We should be able to get some work done by spring. JARPA Marina lease renewal and WWTP Outfall Lease Renewal submitted which then goes to DNR.
- f. Architecture: Marv reported that the Architecture Committee has seen a lot of fence permits. He indicated that some people are not submitting proper information so the

committee is not sure what the proposal is for. There was a complaint about trucks passing through the lot at 9733 Lookout to get access to 10049 Lookout. The neighbor was concerned about going over her property. Many dump trucks and other vehicles have been cutting through the property. If there needs to be a "red tag" stop work order given, more than one person should go. There was discussion about fines. We are not able to assess fines at this time. We can put a lien on a house if we have to. Jeremy will check out if the owner has filed any permits with the county.

- g. Park and Recreation: Jeremy and Sandi are working on a presentation to get everybody on board for car stickers to identify members. Stickers are \$.36 per 1000, a pretty cheap option. There needs to be an attempt to try to get public buildup to do something. Enforcement will be the big issue. Sandi feels there needs to be a vote of the people for this issue. There has not been much push back. There was a question if this could be voluntary. Sandi indicated that the information needs to get out there. The only way it would work is if it was all or nothing. Should there be a soft roll out? Several commented that we should just go for it. There would be numbered stickers. People would show their registration and name and address to get one. This information would be put on a spreadsheet for enforcement. Would people park on the streets? Guest passes were discussed. There was discussion about crabbing and fishing. Sandi stated that rules of Fish and Wildlife need to be followed. People need a license and need to follow the seasons. Right now, the area from Tacoma down is closed.

VII. New Business

- a. Letter submitted from Matt Barnhart resigning as President.

Motion 4. Jeremy moved to accept Matt Barnhart's resignation as President of the CBHA. Patricia seconded. Approved 5 – 0.

Everyone appreciates what Matt did. He got a lot done and was very kind.

- b. Seating of Replacement Board Member. Sandi stated that although Lisa was unable to attend the meeting, she would accept the request to join the Board. She sent a note that said "I don't need to be there just don't make me president." Lisa is the one that the neighborhood chose with 11 votes. She was the only person who received more than 8 votes.

Motion 5. Jeremy moved that Lisa Krupp be accepted as the replacement Board member until the next election. Linda seconded. Approved 5 – 0.

- c. Fill vacated position(s)

Motion 6. Patricia moved that we have Linda Bremer as our new President. Marv seconded.

Discussion: Jeremy asked if Linda wanted to be President? Linda stated that she has only lived here a little over a year so she is learning a lot. She feels that her experience with large business, large construction, and technology systems gives her the knowledge to run the business. She stated that she has a degree in financial management. The expectations are that she will be learning. Sandi made the point that nobody is alone on the board. **Approved 5 – 0.**

Motion 7. Linda asked that we make a motion to approve Lisa as our Treasurer. Patricia moved that we accept Lisa Krupp as our Treasurer for the remainder of this term. Sandi seconded. Discussion: Bank records need to be updated with Lisa Krupp as Treasurer, Linda Bremer as President and that Matt Barnhart should be removed as President from the signature cards. 5 – 0.

d. Ecology block order

Motion 8. Sandi moved to order the ecology blocks from Miles Sand & Gravel not to exceed \$13,000 for Channel Dr dead end, Club House area, and the Decant area. Seconded by Patricia. Discussion: What is the purpose of the ecology blocks? Its so cars can't drive through the dead end and preventative in front of the club house. \$25 a piece with traveling fee it brings it up to \$49 a piece. The \$13,000 cost was questioned. **The motion was amended to \$2,000.** The purchase is for three at the Club House, three at the end of Channel and 24 at the decant area by the water tower. There was a question about who made the recommendation of the decant area? This was something Matt and John discussed. This project is to deal with stormwater and the sludge that is dredged from the catchment areas and bioswales. This creates a huge bio mass. If we can drain it ourselves and reuse it, that's the purpose. This would give us a place to drop it to run through gravel and sand. It is a compost pile. The blocks wall it in so it doesn't run everywhere. **Approved 5 – 0.**

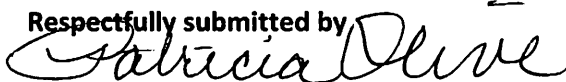
VIII. Unfinished Business

a. By-Law changes –

- i. Patricia reported that after a conversation with Marcia all submissions that were received by the cutoff date are up to date. All changes need to be reviewed soon and sent to Skip soon so he can review them. Things should be to Marcia by September 22. We are moving forward with our Annual Meeting on November 7th. Packets should be sent out to the membership on October 2nd. Marcia will be off September 4 – 14. Should there be a meeting to discuss the By-Law changes? We may want to add the one about the logging trucks. We can continue working on the Rules and Regulations. We should wait until Lisa is available. Her experience and input will be invaluable.
- ii. Sandi feels we need to beef up the Rules and Regulations about repairing driveways that need to be dug up to do repairs in the right of way, or maybe add it to the By-Laws. Patricia will look at the Rules and By-Laws to see where this is addressed.
- iii. Rules and Regulations - Should there be some teeth in the rules about dogs and smoking. Should there be a limit on the size of groups without a special permit so that things can be monitored? The management of groups should be looked at.
- iv. Private Property signage needed. People seem to be ignoring signs and becoming belligerent when told about the rules. Locks on gates brought up again. Vote is not limited to one thing or the other. All these items will be looked at again when Rules and Regs are reviewed.

Motion 9. At 8:44 pm Sandi moved to adjourn the meeting. Jeremy seconded. Approved 5 – 0.

Respectfully submitted by



Patricia Olive, CBHA Secretary