

Carlyon Beach Homeowners Association
Board Meeting Minutes
January 25, 2022

Present: Lisa Krupp, Sandi Allen, Stan Harris, Marv Harris, Barb Quick

- I. Meeting called to order at 6:00 pm by Lisa Krupp, Marv leading the Flag Salute**
Motion 1: Marv moved to excuse Bill Allen from the meeting. Pat seconded. Approved 5-0

II. Member Comments

Jessica brought up a growing feral cat population problem on Windward and Overlook. She listed what she's tried to do, and what a few others are trying to do, including catching, spaying, and releasing the cats. The population is growing faster than she can catch them, and she cannot afford to continue spaying an unending number of kittens. She needs the neighborhood's help to determine where all the cats are located, get volunteers to help monitor live traps, and make a plan. There is an organization, Feisty Cats, that will help with a large-scale capture, and will do discount spay/neuter for about \$15.00 per cat, but we will need permission to go on properties, so would like to see if other neighbors have feral cats on their property they would like to get fixed. Once the cats are fixed, (usually marked with a notch on the ear), they must be returned to the area from where they came, but will no longer continue breeding.

Colleen & Marcia R. wanted to share some Architecture issues. Dave needs a dedicated phone for his work with inspections, etc. He has been getting calls for all sorts of non-architectural things at night, on weekends, but doesn't want to turn his personal phone off. He has decided to quit at the end of January. Colleen reported this will be a devastating loss to the architecture committee. There has been a lot of activity, building on vacant lots, and soon she feels people will be buying cabins & manufactured homes to replace with bigger houses.

- III. Approval of Minutes for December 14, 2021**
Motion 2: Pat moved to approve the minutes as submitted from the meeting on December 14, 2021. Barb seconded. Approved 6-0

IV. Treasurer's Report

In Bill's absence Lisa discussed the financial pages. We are about halfway through the year and our expenses are pretty close to that, except, as reported before, the parts & supplies that went over in the fall. The Financial Report is attached.

V. Trustee Reports

a. President

Lisa reported the search for a manager was beginning and a search committee was being formed. She will report more as it goes along.

b. Roads and Storm Water

Marv gave an overview of the cold patch use in potholes. It doesn't hold for long.

A garage that was built on a Mariner lot that comes out on Coho has been causing damage to Coho with a long trailer. They have been contacted and know what needs to be done to avoid fines. Damage to bio-swales also noted and Stan joined in to add his observations when dealing with compliance issues with this house. Lisa asked for clarification of this latest damage, if this was on Mariner or Coho. Marv confirmed the bulk of it was on Coho, though there were some issues with parking on Mariner, too. Someone complained it was over 16', but it's an optical illusion, as it's built into the hillside, and is, in fact, 16' tall.

c. Parks and Recreation

Barb reported the Wanigan issue is ongoing. Ted Cohen has been working as a volunteer helping her get everything together for the County. Stan also has been involved in gathering the needed information.

Motion 3: Barb moved that the committee members Ted Cohen and Stan Harris be held harmless from any liability for drawings provided to get the work permitted. Marv seconded. Approved 6-0

d. Water and Wastewater

Pat reported the Department of Ecology found high ecoli in discharge water into Totten inlet. It has been discovered that some members have loosened the caps on their pumpout to allow raw sewage to spill out, and this is unacceptable. The health risk is too great. Anyone seeing this happening is asked to report immediately. See Pat's report for more information, attached.

e. Marina

Sandi reported there was some damage from the King Tides. The electrical in the marina was being checked & repaired. Bob McConkey would be scheduled to do a check/repair on the docks soon.

f. Architecture

Since Bill was not in attendance, Colleen's member comments covered the architecture for this meeting.

g. Compliance

Stan has been gathering committee members for a compliance committee and will put an article in the newsletter to see if there are others willing to help.

VI. New Business

a. Draft Audit Approval

Motion 4: Barb moved to approve the draft audit. Marv seconded. Approved 5-0, Stan abstaining from the vote.

b. Snow Plow

Marv had information on plows. Stan raised liability issues on doing this.

VII. Unfinished Business

No unfinished Business.

VIII. Executive Session

Motion 5: Sandi moved to go into executive session for legal & personnel discussions at 7:26 pm. Pat seconded. Approved 6-0

IX. Returned to Open Session at 7:45 pm.

Motion 6: Pat moved to return to open session. Stan seconded. Approved 6-0

X. Motion 7: Pat moved we complete a review and increase an employee's wages as discussed.

Barb seconded. Approved 6-0

XI. Motion 8: Barb moved to adjourn the meeting. Marv seconded. Approved 6-0

Respectfully submitted,



Sandi Allen

CBHA Secretary and Marina Trustee

Carlyon Beach Homeowners Association
Treasurer Report

January 18, 2022

To: Homeowners and Trustees

Highlights:

Balances are represented as of December 31, 2021. I am out of town for the workshop and board meeting this month, so am providing this report that our capable president can deliver in my absence.

This cut off period represents our “half way” point through our fiscal year. Numbers on the P and L report can be related to “50% of annual budget”

Our P and L shows over budget expenses for the first half of the year. This can be explained in that much of our summer expenses and supplies were included during this period, as well as purification expenses for our water system.

Balance sheet as of December 31, 2021:

ASSETS:

Operating Funds	\$457,387.19
DNR Security Deposits	
Marina lease	\$ 13,275.23
Sewer outfall lease	1,511.41
Total	\$ 14,786.64
Capital Funds (combined)	\$ 417,842.09
Total Liquid Assets (Cash)	\$ 890,115.92
Total Current Assets (A/R etc)	\$1,220,794.89
Total Assets:	<u>\$2,251,045.19</u>

LIABILITIES AND EQUITY:

Liabilities:	\$ 147,662.61
Equity: (General, Marina, Sewer)	\$ 2,103,382.58
Total Liabilities and Equity:	<u>\$ 2,251,045.19</u>

Profit and Loss December 31, 2021: (Accrual basis)

General Fund Income:

\$519,268.67 Budget: \$523,824.00

Expenses: Wages: \$150,286.98 ytd vs Annual Budget \$347.885, 43.2% of budget

Contractual Services \$60,223.76 ytd vs. 105,250 Ann. Budget , 57.2% of budget

Util and Fuel \$20,168.15 ytd vs. \$36,500 Ann. Budget 55.3% of Budget

**Parts and Supplies ytd 21,846.49 vs. \$14,250 Budget 153.3% of Budget
Other Expense \$30.00**

Total Expense July-Dec: 267,491.32 (51.1% of budget)

Marina Fund:

Income \$57,762.66 Budget 59,646.00 (96.8% of budget)

Expense: \$ 5843.97 (9.1% of annual)

Net Income: \$51,918.69

Sewer Fund:

Income \$154,813.00 Annual Budget \$287,500

Expense \$154.152.37 (53.6% of budget)

Net Income: (Total Income less total expense) \$ 660.63

Respectfully submitted

**William A Allen
Treasurer**

Water and Wastewater Trustee Report

1/25/2022

Water –

The next part of the Water Capacity Study was approved to proceed. Initial data looks favorable for water usage.

John Krenek continues to work on the filter system on Well 1.

The water leak on Westwind has been repaired. Backfilling the hole should be completed by the end of the week.

Wastewater –

There was an increase in the number of requests for immediate or emergency pumps with all the rain we have had. Just a reminder that a call for an emergency pump out may not happen immediately. The number of pump outs has been increasing and each day is at or near the maximum. I am working with the Wastewater Treatment Plant operator, pump drivers, and the scheduler to provide the most satisfactory and effective pump schedule possible. The increase in our community population is putting a strain on our system and staff.

I have put some information in the newsletter and a posting on the website with helpful information about septic systems. I reminded folks that they are responsible for maintaining their system to prevent water infiltration. I also mentioned the homeowner responsibility for having their solids tank pumped out. Discussion has started again about requiring a Time of Transfer septic inspection when homes are sold. We are currently exempt from Thurston Counties requirements. This has caused some unexpected and costly repairs for new homeowners in our community.

I have been communicating with Thurston County, Environmental Health regarding a potential septic leak on Whitecap as well as an e-coli issue on SIR near Westwind. I will be keeping close tabs on these situations to make sure the problems are identified and resolved. I was shocked to hear that some of our members loosen or take off the cap to their pump out connection and allow raw sewage to run out onto the ground instead of requesting additional pump outs. This is something that needs to be stopped immediately.