

Carlyon Beach Homeowner's Association Board Meeting

Tuesday, November 15, 2022

Minutes

Present : Lisa Krupp (President), Barbara Quick (VP, Parks & Recreation), Dianne Bradford (Treasurer), Kristina Ramsey (Secretary), Marv Harris (Roads, Stormwater & Wastewater), Stan Harris (Marina & Compliance), Steve Steinhour (HOA Manager), Bill Allen (Architecture)

I. Call to Order with Flag Salute 6:01pm

II. Member Comments

- a. **Sandy:** Regarding the water situation, is there any way we would have had notice with all the things failing at once? Steve remarked that all these things have been building up over time, and many of these structures are very old. These things were preventable at some point, but that time has passed. That well lasted 52 years, which is a great run. Sandy asked if the companies we hire now provide us with a maintenance schedule? Steve answered in the affirmative, as far as he knows. Lisa stated that when we realized that we were maxed out on hookups is when these problems made themselves apparent. In the end, we will have it all fixed and start with a blank slate. Bill noted that with Steve on board we are now able to stay ahead of it moving forward, the board has spent a lot of time playing catch up, but we are in a much better position to stay on top of things. The goal is to get to the point where we are no longer being reactive.
- b. **Bob Mann:** Concerned about procedures regarding a previous recording. Bob is concerned that not all members are treated equally. Lisa responded with the timeline regarding the communication with Bob Mann regarding the culvert repair. Steve responded by stating he is available to discuss the association's decision making. There were four houses affected by the seepage – we determined that the water was coming from a spring. The Association felt that catch basins were the correct course. If the problems continue on those properties, we can discuss that at a future date. Bob reiterated that rules should be followed, and it seems that some members are treated differently. Bill responded by stating he has not participated in any special treatment and that he cannot comment on anything that happened 10 or so years ago. The current board and association are working tirelessly to resolve issues. We are operating in good faith and holding ourselves accountable.

III. Approval of Minutes for October 25, 2022

- a. In Section V Subsection A: Remove the second 'for' from the sentence and create new sentence. Should now read "The expenses for the general fund for September were \$58,758.07. Contractual services and supplies cost more."

MOTION 1: Barb Quick moves to approve the minutes from October 25th. Bill Allen seconded the motion. Board approves (6/0)

IV. Treasurer's Report

- a. As of November 15th, we have \$311,380.25 in the General Fund. The Marina Fund had \$116,047.17. Our Sewer Fund is back in the hole and owes the General Fund \$20,464.30. Capital Fund combined is \$476,073.06. Total Cash is \$925,274.86.

- b. Lisa explained that we are spending about \$10,000 dollars more a month than we budgeted for, we are watching that and working on fixing it. However, since materials have gone up, we are spending more money.

V. Manager's Report

a. Water System Update

- i. Steve summarized the water system updates. There have been no complaints recently. Water quality for well 2 remains good and we are still checking well 1 for water quality. We are still looking to procure a generator for well 2, we are looking at several electricians for an estimate.

b. Water Asset Plan

- i. In order to meet the DOH Department of Drinking Water, we will need to update our water plan. We are looking at a GIS model, which is digitized, which is updateable.

c. Island Drive Drainage Project Update

- i. The drainage project is nearly complete. The water is going where we need it to go and everyone has access to their driveways.

d. Culvert & Bioswale – member responsibilities/compliance

- i. Steve summarized the work being performed at the area at the south end of Steamboat Island Road and Whitecap. A ramp has been built, which is allowing our maintenance staff to clear the area more quickly.
- ii. Colton Kerns (stormwater representative for Thurston County) has been made aware of our progress and agrees we are making good progress. He came out in waders and helped us work for 6 hours. The board would like to recognize Mr. Kerns for his service.

VI. Trustee Reports

a. President

- i. We need to resubmit a motion from a previous meeting to ensure our bookkeeper can actually move the money.

MOTION 2: Dianne Bradford moves to recategorize the FloHawks expense of \$8,712.67 from sewer fund to unrestricted fund. Bill Allen seconded. Board approved (7/0)

- ii. The board has been discussing charging residents for use of credit/debit card transactions.

MOTION 3: Dianne Bradford moves that we charge a convenience fee on credit cards/debit cards of \$4 for transactions up to \$99 and a 4% fee for any amount above \$99 effective January 1, 2023. Marv Harris seconded. Board Approved (7/0)

b. Roads, Storm Water & Wastewater

- i. Marv reported that we are just waiting to see what this winter will bring for roads. As far as Waste water, the blower has been installed and is able to run, which is great. Please keep in mind that our maintenance staff are not responsible for plowing driveways.

c. Parks & Recreation

- i. We are planning for the next years' events.

d. Marina (see attached minutes)

- i. The main dock appears to be taking on water right at the base of the ramp. We are in the process of getting permits for work on the docks. We are identifying and contracting with a firm to put that together for us. Hopefully we will have that permit by next summer.

e. Architecture

- i. Nothing new to report. There are a couple of houses that are being put up right now.
- ii. Several houses in various stages of being built were discussed. We are tracking each new build ensuring they remain in compliance with the rules and regulations as well as county regulations.
- iii. Sandy posed a question regarding how much people pay for the slide lots. Lisa explained that if a person is living in their house on a slide lot, they pay the full assessment. Anyone who owns land on a slide lot that is not living on it pays \$100/year plus whatever the capital assessment is, which ends up being 400-500 dollars per year.

f. Compliance

- i. No report.

VII. New Business

a. Rules & Regulations

- i. Changes made to the rules and regulations were discussed. Please see updated Rules and Regulations for full details.

1. Changes made to the following rules and regulations:

- a. Section II, Subsection 8 and Enforcement section 3, 4, 5
- b. Section VI, Subsection 4 and 7
- c. Section VII, Subsection 2, 2a and 3
- d. Section XI, Subsection 4 and 13
- e. Section XIII, Subsection 8 (minor change), and 10
- f. Section XIV, Subsection 16
- g. Section XV, Subsection 10
- h. Section XVI, Subsection 3, 4, 5, and 8

b. Employee Recognition

- i. A discussion regarding gift cards for employees occurred.

MOTION 4: Dianne Bradford motions to approve \$100 dollar gift cards from Fred Meyer for the holidays. Barb Quick seconded. Board Approved (7/0)

VIII. Unfinished Business

a. Wanigan Repair

- i. No news except that we need to approve payment.

MOTION 5: Stan Harris moves to pay James Ashley Cole for services rendered regarding the wanigan not to exceed \$4000. Dianne Bradford seconded. Board approved (7/0)

MOTION 6: Bill Allen moved to approve Rules & Regulations in their final form dated November 15. Barb Quick seconded. Board approved (7/0)

MOTION 7: Dianne Bradford moved to adjourn to executive session at 7:25pm. Kristina Ramsey seconded the motion. Board approved (7/0)

IX. Executive Session

MOTION 8: Kristina Ramsey moved to adjourn the board meeting at 8:00pm. Dianne Bradford seconded the motion. Board Approved (7/0)

Respectfully submitted,



Kristina Ramsey,

CBHA Secretary