

**Carlyon Beach Homeowners Association  
Board Meeting Minutes  
June 25, 2019**

**Present: Matt Barnhart, Sandi Allen, Bill Allen, Jeremy Madden, Dick Morton, Lisa Krupp**

**I. Call to order at 7:00 by Matt Barnhart**

**II. Flag salute**

**Motion 1. Sandi moved to excuse the absence of Lars Swartling. Seconded by Bill. Approved 6-0**

**III. Member Comments**

1. Feral cats: The issue of feral cats in the neighborhood was brought up. What can the HOA do? Volunteers offered to check out the options including calling Feline Friends, the Humane Society, live trapping and neutering.

2. Rental house: The selling of the rental house was a concern to many in attendance. Matt reported that the paperwork is moving forward and that the HOA is not obligated to do VA requested repairs. Concerns were raised about the process. Matt agreed to consult with the CBHA attorney.

3. Fireworks: Concerns were voiced about the danger of fireworks in the neighborhood due to dry conditions. Suggestions included handing out a flier to all homes and at the guard shack on the 4th encouraging people to only set off fireworks in designated areas in the park. A large sign may also be posted on the guard shack when it is put in place with this information.

4. Drainage on Lookout: Work will be done this summer to remove the inappropriate gravel and replace, as well as installing a swale to direct the water to the catch basin. Before diverting water, more research needs to be done on the original drainage plan.

**Motion 2. Lisa moved to modify the agenda to move the 2513 Island Dr tree issue to follow member comments. Seconded by Dick. Approved 6-0**

Matt explained that HOA rules cannot supersede government regulations. The Thurston County Shoreline Master Program includes regulations on trees greater than 6" in diameter at the base and within 200 ft of the shore. The HOA cannot require further pruning on the birch tree at 2513 Island because it is within 200' of the shore.

**Motion 3. Lisa moved to rescind the \$300 in fines plus associated fees imposed on Ms. Holm. Seconded by Bill. Approved 6-0**

#### **IV. Approval of minutes**

**Motion 4. Sandi moved to approve the minutes of May 28, 2019, June 11, 2019, June 13, 2019, and June 19, 2019. Seconded by Bill. Approved 6-0**

#### **V. Treasurer's Report**

See attached report.

#### **VI. Committee Reports**

- a. **President's report:** Currently very busy wrapping up projects that are underway. More details on these further on in the agenda.
- b. **Roads and stormwater:** no issues to report
- c. **Water and wastewater:** Jeremy will make sure the contract for the outfall dive was forwarded. Regarding 2640 Island: Matt and Jeremy met with the homeowner and reached an understanding.

**Motion 5. Dick moved to enter executive session for the purpose of discussing a legal matter. (8:40) Seconded by Sandi. Approved 6-0.**

**Motion 6. Sandi moved to return to open session. (8:55) Seconded by Dick. Approved 6-0**

**Motion 7. Bill moved to reimburse Tom and Cynthia Balbo the amount of \$2540.66 and put into effect an easement and hold harmless agreement between the Balbo's and CBHA. Seconded by Sandi. Approved 6-0**

d. **Marina:** Sandi reported that DNR has questions on the materials to be used in the new dock construction. Bob McConkey/Float Services NW will be consulted. Sandi and her husband installed the fire extinguishers on the docks.

e. **Architecture:** After the CBHA construction permit inspector was verbally harassed while checking a property, the architecture committee agreed that a "buddy system" should be used when checking construction projects. With the number of volunteers on the architecture committee now, it should be feasible to work in pairs.

f. **Parks:** no report

#### **VII. New Business**

- a. **Approve language on bylaws**

**Motion 8. Lisa moved to approve the bylaws as edited to include the changes approved by the members. Seconded by Sandi. Approved 6-0**

**b. Tree issue Westwind at Steamboat Island Rd:** Matt will get an additional bid on removing dead trees.

**c. Dates for November and December meetings:**

**Motion 9. Sandi moved that the November meetings will be on November 13 (workshop) and November 19 (Board meeting). The December meetings will be on December 4 (workshop) and December 10 (Board meeting). Seconded by Jeremy. Approved 6-0**

**d. Security cameras:** Sandi is gathering more information on adding a camera that will focus on the clubhouse downstairs bathroom.

### **VIII. Unfinished Business**

**a. Clubhouse repair:** This item will be added to the July agenda.

**b. Dead tree in CBHA drainage:** Waiting for bid.

**c. Water use efficiency plan:** Plan community education. Add to next agenda.

**Motion 10. Sandi moved to adjourn at 9:53. Seconded by Bill. Approved 6-0**

**Submitted by:**



**Lisa Krupp  
Secretary/Treasurer**

**Treasurer's Report  
June 25, 2019**

**I. Balance Sheet as of May 31, 2019**

**Operating Funds**

General	\$152,526
Marina	\$ 93,285
Sewer	\$ 7,662

**Total**                    **\$253,474**

**Pledged Funds**

**Total**                    **\$ 62,499**

**Capital Funds (combined)**

**Total**                    **\$221,693**

**Total Cash**            **\$537,767**

**II. Profit and Loss Budget vs. Actual Accrual Basis July through May, 2019**

**General Fund:** We are 11 months or about 92% through the fiscal year. Total expenses in the general fund are \$415,732, which is 84.5% of the budgeted amount. The income in the General Fund is higher than expected mainly due to the amount of home building and transfer of real estate. Architecture/Permit fees have generated an income of \$17,000, \$11,000 more than projected. Title Transfer fees, \$400 per transaction, have generated \$20,000, \$4,000 more than projected. Other areas have generated less than expected, but currently the income is \$12,774 higher than budgeted.

**Marina Fund:** Total expenses in the marina fund are \$7,978. Major repairs will occur next spring. The balance in the marina fund will carry over.

**Sewer Fund:** Total expenses in the sewer fund are \$225,877. This is 90% of the budget. As of May 31, there is a net income in the sewer fund of \$1,506.

**Capital Funds (combined):** The balance in the capital fund has increased from \$203,186 to \$221,536.