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MINUTES OF SURFSIDE HOMEOWNERS ASSOCIATION
APRIL 19, 2008

Those Present: Gene Bowen, Jim Flood, Cathy Gabrielson, Warren Olson, Walt Platt, Warren Schmidt, Gary Williams

Those Absent: Grant Murrell, Greg Willeford

President Warren Olson called the meeting to order at 9:00 a.m.

Floor Comments

Merri Johnson reported that at the entrance to Division 16 there are ten trucks parked as part of the woodcutter's business, and asked how much leverage the compliance officer has in keeping this activity out of their area. She thanked Scott Norelius for all the progress that has been made in cleaning up that division.

Scott said he has reported it to Bob Hazen with the county, and if they don't come into compliance, there may be court action.

Olson mentioned that the fine system that would be talked about later in the meeting is another step before going to court. The plan is to adopt a fine system issue by issue. There are 8 or 9 items for which fines could be used to enforce the covenants.

Larry Amundson said he hoped that the fines would be enough to cover any attorney fees. He also is concerned that a lot of the people breaking the rules are tourists or visitors, and how they can be made accountable? He also asked about ownership of the foot paths.

John Reichenbach asked that a community center task force be set up to investigate the possibility of selling some property and using the money to build a center. He feels it could be done without additional cost by selling the property West of G Street that SHOA owns. He feels a task force would get people involved and \$300,000 to \$500,000 would easily build a community center. He envisions a building similar to the Peninsula Senior Center. It could be modular. He has more ideas regarding making it economical.

The Board agreed to consider this later on the agenda.

Recognitions

On behalf of the Board and members of Surfside, Olson thanked Bonnie Byers in absentia for her six years of service producing the newsletter. A letter of appreciation read by Olson and a certificate of appreciation will be sent to Byers.

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Olson presented a certificate to the members of the Water Department thanking them for their work on the rash of main breaks that occurred recently. Water Superintendent Bob Haskin thanked Olson for bringing the crew breakfast and for driving to Olympia to pick up additional parts.

Agenda

Item 9 F (home businesses) was designated a 10 a.m. time so that members could give input. Item 10 D was added for discussion of the proposed community center.

CONCENSUS OF THE THE BOARD WAS TO ADOPT THE AGENDA AS AMENDED WITH THE TWO ABOVE MENTIONED ADDITIONS.

Minutes

GABRIELSON MOVED AND SCHMIDT SECONDED TO APPROVE THE MINUTES AS PRINTED FOR THE MARCH 15, 2008 MEETING. MOTION PASSED 6-0.

WILLIAMS MOVED AND FLOOD SECONDED TO APPROVE THE EXECUTIVE COMMITTEE MEETING MINUTES OF MARCH 21, 2008. MOTION PASSED 6-0.

GABRIELSON MOVED AND SCHMIDT SECONDED TO APPROVE THE SPECIAL BOARD MEETING MINUTES OF MARCH 28, 2008 AS PRINTED. MOTION PASSED 6-0.

GABRIELSON MOVED AND SCHMIDT SECONDED TO APPROVE THE SPECIAL BOARD MEETING MINUTES OF APRIL 11, 2008. MOTION PASSED 6-0.

Amundson asked what was being done with the debris left over from the bridge removal. Haskin said that he was in the process of consolidating the material at one location and hoped that members would continue taking some of it away. The remainder will be removed and disposed of.

Computer Server

Haskin returned to the Board after having done more research and receiving quotes from Hewlett Packard and Dell. Discussion followed regarding where the money would come from. Platt said there is \$5,000 that was budgeted under capital improvements and asked how much more Haskin would need. He is not replacing equipment, but upgrading in order to network all the computers. Olson suggested using capital reserves for the overage.

Discussion followed concerning comparability of the quotes, operating system, software, and integration with Water Department control software.

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BOWEN MOVED AND WILLIAMS SECONDED TO ACCEPT THE HEWLETT PACKARD BID OF \$7,311.91 FOR THE COMPUTER SERVER. MOTION PASSED 6-0 UNANIMOUSLY.

Discussion took place on use of personal email addresses. Olson suggested a need to get as much business as possible conducted on SHOA computers.

Office Secretary and Secretary to the Board Job Descriptions

Bowen explained that after a meeting with General Manager Ken Karch, Sharon White, Brian Pierce, and himself the job descriptions were updated. It was decided to split out the Secretary to the Board position so that if necessary it could be a separate hire. All job descriptions starting with these will have a confidentiality clause included.

SCHMIDT MOVED AND FLOOD SECONDED THAT THE BOARD OF TRUSTEES APPROVE THE AMENDED POSITION DESCRIPTIONS FOR THE SHOA OFFICE SECRETARY POSITION AND THE SHOA SECRETARY TO THE BOARD POSITION AND AUTHORIZE THE GENERAL MANAGER TO ADVERTISE THE POSITION AND HIRE. MOTION PASSED UNANIMOUSLY 6-0.

At 10 a.m. the Board took agenda item F out of order. Discussion of **Manufacturing and Home Business Issue.**

Olson opened the discussion by stating the zoning in Surfside is residential from 300th to 315th. Divisions 5 and 6 north of 315th are considered a commercial zone. SHOA covenants cover manufacturing in the home for profit. (Sections 1.11 & 2.10) None is allowed without approval from the Board.

The reasons behind these manufacturing limitations are signage, noise, air pollution, parking, and other items considered to be a nuisance in the neighborhood.

BY CONSENSUS THE BOARD DECIDED TO CREATE A FORM THAT APPLICANTS WANTING TO HAVE A BUSINESS IN THEIR HOME WOULD FILL OUT TO NOTIFY SHOA OF THEIR INTENTION. THE FORM WOULD GIVE SUGGESTIONS ON HOW NOT TO BE A NUISANCE IN THEIR NEIGHBORHOOD. PERMISSION COULD ALSO BE REVOKED IF IT IS ABUSED.

Olson opened the floor to comments.

Platt asked if it would be like granting a variance. The answer was no as that is a formal procedure requiring a fee.

Ruth Carpenter, local artist, and proponent of this allowance said she is interested in having an art walk or other activity to promote the artists that live in Surfside. It would be very discreet and organized and would let people know that Surfside is a place of culture.

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Bowen said the Board should try to make this work. Olson said that as it is proposed, it would just be a simple approval process business by business.

Shirley Baker encouraged the Board to do whatever they can to encourage the artists living in Surfside. It would be a policy change that the Board could give approval on a case by case basis.

Johnson asked about sculptors. Olson said that the Board could turn down chain saw artists and metal sculptors as they would be outside and cause a lot of noise or other environmental impacts, etc. The intent is to consider approvals on a case by case basis.

Vivian Wattum asked if 15 cars came and the neighbors complained, would the Board reverse their approval.

Olson said he thought the Board could do so.

Schmidt commented that clam digging is more disruptive than these artists. Karch said that realtors have a tour of new listings periodically. Gabrielson mentioned garage sales.

WILLIAMS MOVED AND FLOOD SECONDED TO DIRECT THE GENERAL MANAGER TO PROCEED WITH THE DEVELOPMENT OF A POLICY TO PERMIT APPROVAL BY THE BOARD OF CERTAIN MANUFACTURING ACTIVITIES ON A PARCEL. MOTION PASSED 6-0.

Karch raised the question of urgency for the proposed art tour before the Board could act on a policy. The Board consensus was the artist group would be OK to go ahead with their art tour (open house). Olson encouraged Carpenter to get her information into the June newsletter for publicity. The deadline is May 1. Karch said he could put it in the Week-ender also.

Meeting break from 10:20-10:30 a.m.

Compliance Officer Interview Team

The interview panel will consist of Ken Karch, Warren Olson, Scott Norelius, Shirley Baker, and Gary Williams. They will meet on April 28th to review the seven applications that have come in for this position.

Karch described the hiring process to the Board that now has been used successfully several times. It includes a 1 to 1 ½ hour interview with each candidate with each panel member filling out their own evaluation of each candidate. Then the group comes together to get consensus on which one met the criteria the best for the position.

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Olson emphasized that the team should not intimidate the candidates. Baker said she had participated before and it was a very smooth process. Olson asked the Board if they wanted more people involved. The answer was NO. Olson said he would maintain contact with Board members regarding progress of the hiring. Karch reminded the Board that the March meeting motion included hiring.

Olson thanked Norelius and Sharon White for giving as much notice as they have and said it was helpful to the organization.

Dog Fines

Norelius presented a proposed dog fine proposal (see attached). He said that there were no proposed fines for dangerous dogs as Deputy Clark takes care of them. It is the off-leash and pooping ones that come through the office as part of the complaint process that this fine system is dealing with. It includes a two-strike rule and variable fines.

Discussion followed regarding other communities and their fine systems. Norelius said the proposal allows for mitigation.

Bowen asked about the number of dog complaints and how long a timeframe from the first complaint to its resolution before another complaint would begin. Norelius answered that staff would have to look at the circumstances.

Williams suggested a 12- month cycle.

Flood said he opposes the adoption of a fine system for dogs, and suggested that all dog problems can be handled by the Sheriff's Deputy. There are already rules in place to take care of the dog situation.

Norelius said that the three most common complaints are RVs, trees and dogs in that order. Olson said the fine system would be a deterrent just having it there whether it gets used extensively or not.

Schmidt asked how you know who the dog belongs to? A response was that the Sheriff's Deputy and Covenant Compliance Officer quickly learn who owns offending dogs.

Olson said that once the fines are in place, behavior will change with regard to dogs.

Jane Bowen asked about neighbor to neighbor disputes. How would you differentiate in these situations. Norelius said each complaint is investigated and determined whether it is valid or not. The main concern is vicious dogs attacking other dogs and people. He assured the Board that a one time occurrence would not be pursued. Olson said it should not be used as a way to harass one's neighbor.

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G. Bowen agreed that a fine system would be a deterrent. Flood expressed a concern that the Board would spend much time listening to appeals.

Chris Hanson said that it is needed for the dogs in Division 16. There are numerous aggressive dogs, but they haven't bitten anyone yet.

Olson added that the fines if not paid, would go to the attorney for collection and then could start costing the offender a lot of money. A criticism of the Board is that they do not enforce the covenants. The fines are in the covenants and we need to start using them.

Wattum said the dogs on M Street are still a problem.

Olson said offenders would get two warnings and the third complaint would go to a fine. Williams agreed that there has to be some teeth to enforce the covenants and a fine system is the way to go.

WILLIAMS MOVED AND SCHMIDT SECONDED THAT THE BOARD OF TRUSTEES APPROVE, IN PRINCIPLE, OPTION 2 OF THE DOG FINE PROPOSAL; DIRECT THE GENERAL MANAGER TO DEVELOP THE PROPOSAL FURTHER; AND SUBMIT A FINAL PROPOSAL TO THE BOARD FOR FINAL APPROVAL AT THE MAY 17 BOARD MEETING.

WILLIAMS AMENDED HIS MOTION AND GABRIELSON SECONDED TO ADD THE FINES TO THE THREATENING AND VICIOUS DOGS ALSO SO IT WOULD INCLUDE REMOVAL OF THE DOG AS WELL AS A FINE. **AMENDMENT PASSED 5-1 (Flood opposed).**

MOTION AS AMENDED PASSED 5-1 (Flood opposed).

G. Bowen asked that these fines be implemented for a year and then come back to revisit them. Olson added that the effort here is to avoid having to go to the attorney as that costs more money.

Olson asked the staff to draft the policy on these fines now, as this would set the framework for future fine policies on other issues as RVs and trees.

Additional discussion ensued on collecting fines, role of the courts, abandoned dogs, priorities, and county enforcement policy and capacity.

Budget Input

Olson described the budget ratification process. In August the budget committee will be established and meet to get organized. Staff and committees will identify needs in July. A preliminary budget will be ready in September. It will be given to the Board early in

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October for a decision at the October Board Meeting. Next it will be mailed to the membership. In November the budget ratification vote occurs.

Olson said the problem with this sequence is that there is no place for members to suggest their own budget preferences. He is proposing workshops in August and October for membership input into the budget.

Karch said in order to do this, it would require two changes (see attached) one to the Budget committee charter and also one to Operating Procedure #103. The changes would allow for one or more workshops to get member input. The budget committee would consider the input in their deliberations.

Platt would like to be sure that input is productive. Gabrielson suggested the workshops be at a separate time from the Board meetings.

Reichenbach said some members want specifics on what is being purchased and how much money each item costs. He wants to know how staff arrived at the totals – the details behind the budget numbers. He also wants to see the full budget on the web site item-by-item.

Karch said the full budget is on the web site now – all eight pages. State law only requires a summary document to be made available to the membership each year.

Flood said he would like to see full details on the budget before the Board votes to recommend it. Staff needs to provide all their worksheets.

Olson agreed to make these detailed sheets available as needed.

WILLIAMS MOVED AND SCHMIDT SECONDED TO ADD THE NEW #2 TO THE BUDGET COMMITTEE CHARTER AND AMEND **PROCEDURE #103** WITH THE ADDITION OF A 1.2 “COLLECT AND COLLATE INFORMATION FROM MEMBERS AT ONE OR MORE WORKSHOPS SPONSORED BY THE BOARD OF TRUSTEES.” MOTION PASSED 6-0 UNANIMOUSLY.

Same Materials

Schmidt, Architectural Committee Trustee, reported on the struggle that committee has been having on deciding first on whether the solution is a policy change or a covenant change to resolve the quandary over “same materials” in the covenants. G. Bowen added that it is a contentious issue and there is no agreement yet on the committee as to the solution.

Hanson, AC committee member, said he would not like to see the covenants reopened, but there are circumstances out there that are contrary to what “same” means. The committee is still sorting it out.

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Wattum said that a policy change is the quickest fix. She personally wants a covenant change as that is more permanent.

Schmidt said part of the problem also is that the committee can not dictate color. They are not a design committee.

Olson encouraged the committee to keep working on it.

Karch showed a hierarchy of decision making in SHOA starting with the Articles of Incorporation, the By-Laws, the covenants, board policies or operating procedures, and guidelines.

Flood asked if the Board would have to make a decision on this issue? Olson answered yes.

G. Bowen asked if the Board could act on the Architectural Committee recommendation before the Starheim appeal hearing on the same day at the May Board meeting?

Olson said that the Board may have to hear the appeal based on past policies and procedures. We have to live with what is already there, in effect at the time of the decision.

Baker emphasized that a precedent will be set here. G. Bowen said that timing would be crucial here. Karch cautioned the Board and committee that other members may have an opposing view and that the decision could then be appealed.

Nominating Committee

Williams, Election Committee chair, reported that membership of the nominating committee has been established with Dan Maryott as chair with Larry Amundson, Shirley Baker, and Vivian Wattum as members.

Meeting took a break from 12:25 to 12:35 p.m.

Deputy Larry Clark reported that the Sheriff's Office has provided him an automated emergency defibrillator to have in his car due to the large number of senior citizens in Surfside. He also reported on installation of the block watch signs.

Olson asked Karch to send a thank you to Sheriff Didion and to also put it in the Weekender. Clark said there would be a photo opportunity for the newsletter also. Since the sheriff is using Surfside as a model block watch program, it will be covered in the Chinook Observer also.

G. Bowen asked that the Board also write a thank you to George Miller for all his effort in making the block watch program happen.

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New Business

Haskin requested a decision on the fire hydrant replacements in Surfside.

After extensive discussion, PLATT MOVED AND WILLIAMS SECONDED TO REPLACE 13 FIRE HYDRANTS FOR \$62,000. MONEY TO BE TAKEN FROM REPLACEMENT RESERVES. MOTION PASSED 6-0 UNANIMOUSLY.

Schwindt Study and Six-Year Water Plan

Olson asked the Board if they were ready to adopt the Schwindt Study now?

Karch pointed out that the final update is not complete as we have been awaiting additional cost information from the 6-Year Water Plan. The previous Talbott asset spreadsheet and the Schwindt study are being conformed. The five “big hitter” items were intentionally separated out by the Board.

Olson asked what needs to be done to get this going? Schmidt emphasized that the biggest concern is the money (for the “big hitters”) and what everything will cost in the future to replace everything on a reasonable schedule.

Discussion followed regarding funding of meters and pipe replacement. One idea suggested was to merge with North Beach Water so we could qualify for some low interest loans.

Williams suggested a workshop so that Board members can discuss this in further detail.

Flood said that he had reviewed a proposal provided by Haskin, using staff, summer help, college students or other options, and the Board needs to evaluate the cost.

Haskin said that the 303rd & H Street main break was a trial to see if staff could take on parts or all of the main replacement project. The answer is favorable.

Karch reminded the Board that the six-year water plan was due to the state DOH in July 2007. Action needs to be taken soon. The data has been updated to December 2007. The state wants our plan. How much longer they will wait is the question. Gray & Osborne, our engineers, will let us know if the state has a problem. The Water Committee needs to finalize the draft plan for submission to the Board.

Karch said there are at least 15 policy issues the Board needs to decide on. They include metering, back-flow prevention, water main replacement, hydrant replacement and enhancement, water conservation, closing shallow wells, arsenic contamination, etc.

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The 6-Year water plan document outlines the policy issues needing to be dealt with, the time schedules for each, and the required construction, installation, or implementation of each. It also addresses cost estimates and methods of financing. Considerations are expense, time to complete, and the sequence to complete the items. SHOA can hire the work done and do it all at once or do it piece meal by staff and possibly save money. Contracting it out may be more expensive.

Haskin needs to cost out these two options for the Board.

Olson said the whole plan needs to be costed out and Gray & Osborne should do this for us. Flood said he would like to see a second opinion other than the Schwindt study.

Karch added that he recalled the initial Schwindt study cost about \$4,000, and involved a licensed engineer visiting all our facilities. The Schwindt data needs to be reviewed by our Water Department people, who know our system.

Flood asked if Geo-Technical reports are being required for this work? Olson asked how the Board gets enough information to know what to do. How and when do we get the membership involved?

Olson suggested we bring Schwindt in to talk with the Board about their study. Then the Board can give advice to the budget committee.

Karch reviewed a Summary of the Schwindt Study that had been handed out shortly after the Schwindt study was presented to the Board in 2006. It considers initial and remaining useful lives of a wide range of assets owned by SHOA, with inflation and depreciation figured in over time. The five "big hitters" of bridges, water mains, hydrants, meters and a backhoe were estimated, but the Board chose to separate them from the remainder of the study. The bridges are now moot, leaving four remaining "big hitters."

Olson suggested we have a Schwindt representative and/or SHOA auditor Jim Lanzarotta on the phone during the meeting or workshop and adopt it then-and-there. Flood said those four items not included. could be problematic, and asked how much more work there was to get this calibrated? Haskin said that one week's time would be adequate if he can just focus on it and nothing else. This item is put forward to the May agenda. The numbers will change and the Board will have to trust staff for this.

Karch and Haskin will provide updated sheets as soon as possible, hopefully in time to study it before the May meeting. It will then factor in to the May meeting agenda.

Discussion followed regarding main breaks and the reasons for them. Haskin had to expend his annual budget for repairs for \$15,000 in parts. He thinks it should be taken out of replacement reserves to replenish his budget for the other projects that were planned for this year. He recommends that \$61,000 in replacements should come out of reserves.

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Next item Haskin had for consideration was the \$48,000 for Allis Chalmers generator. Haskin wants all water main repairs to come from reserves instead of out of his current year's budget. Reserve requirements will be discussed with Lanzarotta.

The water plan could be dealt with at the May and June meetings. The committee needs to be given a deadline. They should be able to give a presentation of their plan the first week-end in June. Olson suggested a target date of June 7th. Gray & Osborne need to be there. The Board can invite the membership. Gabrielson requested a newsletter article to advertise this presentation.

Olson pointed out that the high price of fuel has led the IRS to adjust the allowable mileage reimbursement amount for vehicles.

BOWEN MOVED AND WILLIAMS SECONDED THAT MANAGEMENT VERIFY ON THE FIRST DAY OF EACH MONTH WHAT THE IRS APPROVED RATE OF REIMBURSEMENT IS AND ADJUST SHOA'S ACCORDINGLY FOR THE REMAINDER OF THE MONTH EACH MONTH IN PERPETUITY. MOTION PASSED 6-0. (This included immediate adjustment to 50.5 cents per mile).

Olson pointed out that the County has adjusted its fees for filing and release of liens.

WILLIAMS MOVED AND GABRIELSON SECONDED THAT SHOA ADJUST THE LIEN AND LIEN RELEASE FEES TO MATCH PACIFIC COUNTY FEES EACH TIME THEY CHANGE. (This included increasing to \$50 for lien and \$50 for lien release fees immediately). MOTION PASSED 6-0.

Community Center Proposal

Further discussion ensued on the proposal to investigate the possibility of a community center.

A suggestion included selling the Ocean Side Warehouse property (shallow wells) and using the money to fund a Community Center.

Discussion followed.

Flood said it would mean giving up the shallow wells which he does not recommend.

Williams said a good idea would be to appoint a task force who would look into the idea. Some members think SHOA should not own any property.

Schmidt reminded the Board that there is a moratorium on selling any more property until a land use plan is in place for Surfside. Olson wants to revisit this whole idea in May.

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No action was taken.

Communications

Olson recommended that the 72-hour delay requirement for out-going correspondence be dropped. He asked Karch to have language ready for the May meeting change that policy.

Olson reported on the proxy form meeting he had with John Reichenbach, Debbie Richmond, and Larry Nelsen.

Flood commented that a former Board member had commented to him outside that the Board now seems to be acting as a team and seems less adversarial.

Karch reported on a Skating Lake workshop sponsored by the State Parks Department to secure public input on the future of Skating Lake State Park. He also reported on the recent meeting of the Pacific County Emergency Management Council, which he attended.

Staff & Committee Reports

Flood gave an update on the bridges. The target goal is now August 1, 2008. They have been ordered and are in production. All permits are in SHOA's possession and all we are waiting on is for the bridges to arrive.

Williams reported on Fish & Waterways. Chemical treatment will take place in mid-May. The carp will be added later probably in the fall when weeds begin to regrow. The state lost our bluegill permit and is reissuing it so that the bluegill can be added in August and September. The bass would be planted in the Spring of 2009 and would be from the 2009 budget.

Gabrielson reminded the Board of the signs need for letting members know where the office is located. She said we need better signage on the building and to finish painting the office.

Schmidt recommended that volunteers be enlisted to paint.

Olson said we need the policy to be written on use of volunteers by the May meeting.

Financial Report

Olson requested that the pages of the financial report be numbered consecutively.

PLATT MOVED AND SCHMIDT SECONDED TO APPROVE THE FOLLOWING TRANSFERS OF OPERATION FUNDS TO REDUCE EXCESSIVE BALANCES:

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\$98,000.00 FROM KEY BANK TO OPEN OPERATIONAL FUNDS ACCOUNT AT WELLS FARGO BANK.

\$98,000.00 FROM KEY BANK TO OPEN OPERATIONAL FUNDS ACCOUNT AT U.S. BANK.

\$172,437.72 FROM KEY BANK TO TRANSFER BUDGETED FUNDS (\$28,000.00 FOR RESERVE FUND CONTRIBUTION & \$144,437.72 IN FOOTBRIDGE REPLACEMENT COLLECTED FUNDS) TO OPEN NEW RESERVE FUND ACCOUNT AT RAYMOND JAMES.

Platt said this included two \$95,000.00 six-month certificates, and a \$90,000.00 three-month certificate. He went on to explain that Raymond James distributes money to 20 banks.

MOTION PASSED 6-0.

PLATT MOVED AND GABRIELSON SECONDED TO APPROVE CHECK NUMBER 15514 PAYABLE TO N C MACHINERY IN THE AMOUNT OF \$6,341.35 FOR BUDGETED WATER DEPARTMENT CAPITAL EXPENSES AS FOLLOWS: \$2,212.46 FOR JUMPING JACK TAMPER AND \$4,128.89 FOR REVERSIBLE SOIL PLAT COMPACTOR. MOTION PASSED 6-0.

Platt explained the new investments and the reason for them. G. Bowen asked to see the first certificate that comes in so he can be assured that it is fully FDIC covered.

Audit Report

Platt reported that SHOA auditor Jim Lanzarotta is comfortable with SHOA opening the new accounts and the audit committee applauded the effort also.

Olson added that the investment policy needs to be revised and that maybe Lanzarotta could be enlisted to write it. One item to be considered is that not everything is insured by FDIC. Some investments have other insurers.

Financial Administrator Ginger Byrd reported 42 people used their credit card to pay their annual SHOA bill and 92 chose to make deferred payments.

GABRIELSON MOVED AND WILLIAMS SECONDED TO ACCEPT THE STAFF AND COMMITTEE REPORTS AS PRINTED AND REPORTED ON. MOTION PASSED 6-0.

Meeting took a break from 3:40 to 3:50 p.m. and then went into closed session to discuss office secretary and secretary job description and compensation, and overtime pay.

Board came back into open session at 5:12 p.m.

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WILLIAMS MOVED AND FLOOD SECONDED THAT THE OFFICE SECRETARY POSITION BE ADVERTISED AS A TEMPORARY FULL-TIME 40-HOUR-A-WEEK OFFICE SECRETARY POSITION WITH A ½ HOUR DUTY-FREE LUNCH. MOTION PASSED 6-0.

BOWEN MOVED AND WILLIAMS SECONDED THAT A BONUS CHECK BE ISSUED TO BOB HASKINS FOR \$3,000.00 FOR HIS OUTSTANDING SERVICE AND LEADERSHIP DURING THE RECENT PERIOD OF WATER MAIN BREAKS. MOTION PASSED 6-0.

For the Good of the Order

Williams said he will attend the ham radio classes being offered the next two Sundays on the peninsula. He also volunteered to take a flagging class to assist the water department as needed. They could have used more help during the recent main breaks.

Karch said that a flagging class was offered a year ago in the SHOA office and North Beach Water as well as some contractors took advantage of it.

GABRIELSON MOVED TO ADJOURN THE MEETING AT 5:20 P.M. OLSON ADJOURNED THE MEETING.

Respectfully submitted,

Sharon White, Recording Secretary

Warren Olson, President