

MINUTES OF BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
SURFSIDE HOMEOWNERS ASSOCIATION  
October 18, 2008

Those Present: Warren Olson, James Flood, Walt Platt, Cathy Gabrielson, Chris Hanson, Larry Nelsen, Grant Murrell, Gene Bowen, Gary Williams

Staff Present: Barbara Robinson, General Manager; Bob Haskin, Water Department Superintendent; Ginger Byrd, Financial Administrator; Dinah McCreddie, Secretary to the Board.

**Bruce Walker, Pacific County Tax Assessor**

The pre-meeting began at 9:00 A.M. with the visiting speaker, Bruce Walker, Pacific County Tax Assessor, who came to present tax assessment information to members of Surfside Homeowners Association. Walker explained that tax assessments are calculated by state law which mandates that only actual sales can be used to determine assessments within the year. Walker gave out the Pacific County website address ([www.co.pacific.wa.us](http://www.co.pacific.wa.us)), which has a link on it to tax assessment information. He also gave out samples of this information.

Olson called the Regular Board Meeting to order at 9:36 A.M.

**BUDGET REVIEW HEARING**

The budget for 2009 is on the Surfside website, in detail, and members are encouraged to view it. The ratification/voting process was explained to the membership present. The budget committee was thanked and the budget summary was explained. Operational expenses figures were not accurate and a corrected copy will be provided on the website. Decreases in budget line items are generally the result of over funding in the previous years budget and increases are the result of under funding or additions of new equipment, and necessary expenditures. Membership input is encouraged to help the board make informed budget decisions.

**Adoption of Agenda and Approval of Minutes:**

Williams added the agenda item that Fish and Waterways nominate Russ Harwell as co-chair with John Reichenbach. Minutes for September 20, 2008 and September 29, 2008 board meetings were approved. Board minutes will, in the future, be limited to approximately 5 pages.

**OLD BUSINESS**

**Revision to Fine Policy**

The revised fine policy submitted in the board book is the same one that was provided to the board in the September regular meeting. The board was asked at that time, to study it for appropriateness, for adoption in October.

GABRIELSON MOVED TO MODIFY THE EXISTING "FINE POLICY" IN THE OPERATIONS MANUAL BY STRIKING ALL EXISTING LANGUAGE AND SUBSTITUTING WITH THE NEW POLICY LANGUAGE AS SUBMITTED. WILLIAMS SECONDED. MURRELL ABSTAINED. MOTION CARRIED 7-1.

### **Concerned Citizens Committee (CCC) Follow Up**

The CCC committee has made the decision to remain separate from the board charter, not falling under the authorization of the board. The members of this committee will be encouraged to submit complaints along with solutions in order to be a more effective committee in promoting positive changes in Surfside.

Additionally, the committee is requesting to use the Surfside Homeowners Association space for their meetings on the 2<sup>nd</sup> Saturday of every month.

MURRELL MOVED TO ALLOW CCC TO HAVE NON-INCUSIVE USE OF THE COMMUNITY BOARD ROOM ON THE 2<sup>ND</sup> SATURDAY OF EVERY MONTH FOR THEIR MEETING. BOWEN SECONDED.

Discussion occurred regarding non-exclusive use of the room or as available. MOTION WAS RESTATED: MURRELL MOVED TO ALLOW CCC TO HAVE NON-EXCLUSIVE OR AS AVAILABLE USE OF THE COMMUNITY BOARD ROOM ON THE 2<sup>ND</sup> SATURDAY OF EVERY MONTH FOR THEIR MEETING. BOWEN SECONDED. MOTION CARRIED UNANIMOUSLY.

### **RV Variance**

The variance was determined as an inappropriate option for the benefit of the Surfside Community and therefore other options have been discussed. At this time there are no special privileges for volunteer RV users.

### **Bridges**

Flood reported that the contractors who are working on the bridge approaches, Parker and Hill, have not made the completion of the bridges a priority, which has caused frustration for the board, staff, and members. The projected completion date of last Friday, October 16, 2008 was not met. However, Robinson stated they most likely will be done by the end of the month. Parker and Hill are actually subcontractors of Western Wood and therefore Haskin will ask Western Wood to pressure them to complete the job.

### **NEW BUSINESS**

#### **Addendum to Six Year Water Plan Relating to Installation of Water Meters**

Surfside has been advised by the water rights attorneys and others that certain relationships with regulators be maintained as well as a show of good faith and the addendum is the best way to do this. A letter will be sent with the addendum in an effort to insure that Surfside gets credit for putting the plan on hold as

opposed to totally abandoning it. NELSON MOVED TO ADOPT THE ADDENDUM TO THE SIX YEAR WATER PLAN RELATING TO INSTALLATION OF WATER METERS AS PROPOSED. GABRIELSON SECONDED. MOTION CARRIED UNANIMOUSLY.

#### **Adopt 2009 Budget and Capital Projects**

Discussion of the water meter ensued and objections within the board were raised with regard to paying for something that may not be necessary or used right away. Therefore it was decided that the language for the adoption of the budget of the assessment include a three year limit which is reviewed yearly and renewed every term. This language will be added to the budget for the November ratification. MURREL MOVED TO ADOPT THE 2009 BUDGET AND CAPITAL PROJECTS AS SUBMITTED. HANSON SECONDED.

Discussion of certain line items previously thought to be moved forward rather than eliminated occurred, and it was concluded this will happen at a different meeting. MOTION WAS CARRIED, AS STATED, UNANIMOUSLY.

#### **Modification to Current Payment Option**

The modification of the payment plan, offered to members of good standing, is for the purpose of making the payments of dues more affordable without severely affecting the association. This can be accomplished by extending the payment option from four to six months, with the standard 1% service charge per month after the first 60 days of the extension. Those that don't pay until the end of the six months will have to pay a larger % fee. BOWEN MOVED TO APPROVE A MODIFICATION TO THE CURRENT PAYMENT OPTION TO ALLOW MEMBERS TO INCREASE THE NUMBER OF INSTALLMENTS ALLOWED TO PAY THEIR DUTIES, ASSESSMENTS, AND ANY SPECIAL PAYMENTS TO NO MORE THAN SIX (6) PAYMENTS. THIS IS A CHANGE FROM THE CURRENT FOUR (4) MONTH PAYMENT OPTION. FLOOD SECONDED. MOTION CARRIED UNANIMOUSLY.

#### **Review/Discussion Draft 2009 Board Goals**

Board goals were composed by Robinson and presented to the board. Goals were prioritized with responsibility assigned and an expected completion date. It was noted that a safety plan was added to the goals. GABRIELSON MOVED TO ADOPT THE 2009 BOARD GOALS AS STATED. WILLIAMS SECONDED. MOTION CARRIED UNANIMOUSLY.

#### **Volunteer Appreciation**

Options of volunteer appreciation gifts were presented as well as costs. This Dinner will occur on December 13, 2008 and an imprinted gift needs to be ordered as soon as possible to be delivered in time. NELSON MOVED TO ALLOW PURCHASE OF THE IMPRINTED MUGS AS GIFTS TO BE PRESENTED TO VOLUNTEERS AT THE APPRECIATION DINNER. FLOOD SECONDED. MOTION CARRIED UNANIMOUSLY

The December board meeting was discussed due to its proximity to the Christmas holiday. GABRIELSON MOVED TO CANCEL THE REGULAR B.O.T. MEETING ON DECEMBER 20, 2008 AND SCHEDULE A SPECIAL BOARD MEETING ON DECEMBER 13, 2008. MURRELL SECONDED. MOTION CARRIED UNANIMOUSLY.

### **COMMUNICATIONS**

Robinson reported attending the Pacific County Hazard Mitigation and Planning Committee. A consultant/contractor has been hired by the county to work with all districts to help them develop an emergency plan and will also come to Surfside.

### **FAQ's and New Board Books**

An overhead map of Surfside is now on the cover of the board books. Additionally a FAQ's sheet and the diagram of the water system is in the back of the board books. The office can email or send a hard copy of the FAQ's sheet, to members who want them.

### **COMMITTEE REPORTS**

#### **Water Dept Report**

This Wednesday at noon, a Tsunami siren will be tested for 90 seconds. Dinah will email the people on the Weekender list on Monday to inform as many as possible. It will also be put on the website over the weekend, on the ticker and signs will be posted.

#### **AC**

A report was compiled by staff and was reviewed by the board of Real Estate for sale in Surfside. This report was obtained for the purpose of becoming a predictor for possible payment default of membership dues. According to the report 9.19% of property is for sale in Surfside.

#### **Community Relations Committee**

The Foster Child Program will be published in the Weekender. Also the report showed that \$5,000 would be budgeted for the flag pole but the budget committee has recommended \$2,500. Web page hits have increased, mostly likely due to publishing the Weekender on the web.

#### **Tree, Brush, Y Noxious Weed Sub-Committee**

Nothing new was added and the report stands as submitted.

#### **RV Compliance Committee**

There are 17 empty spots, 7 with power and 10 without power. This is an unusually high number of empty spots. A fair amount of key deposits were returned which is an indication that several people have given up their spots.

### **Grievance**

Gary Williams will be the trustee assigned to the Grievance Committee.

### **Treasurers Report**

BOWEN MADE A MOTION TO APPROVE CHECK NUMBER 15931, IN THE AMOUNT OF \$6,715.94, PAYABLE TO RJM COMPANY FOR ELECTRICAL UTILITY LOCATOR COME FROM WATER DEPARTMENT CAPITAL EXPENDITURES.

Discussion of budgeting for equipment was discussed and the need to research estimates in order to budget more accurately was identified. Specification with regard to procurement may need to be provided by a consultant with this type of experience and background. MURREL SECONDED THE APPROVAL OF THE ABOVE MOTON. MOTION WAS CARRIED UNANIMOUSLY.

### **Compactor/RV Storage**

The report submitted notes regarding possible inaccuracies of the Scwindt study and replacement cycles of the compactor equipment. Additionally research has shown that the study uses estimates based on heavier use than what actually occurs at Surfside, therefore the compactors are likely to last longer than the original estimates.

### **F & W**

Discussion of this committee by the board was deferred to closed session. MURRELL MOVED TO ACCEPT ALL COMMITTEE REPORTS AND FLOOD SECONDED. MOTION CARRIED UNANIMOUSLY.

### **FLOOR COMMENTS**

Members thanked the board for the decision of extended payments and adopting a fine policy for help with enforcement of grievances. Bowen was recognized for good work on the budget committee.

### **CLOSED SESSION**

The board recessed to executive closed session at 12:20 PM. No discussion or motions were entertained following closed session and further research will be made with regard to the previous agenda item addition.

### **ADJOURN**

GABRIELSON MOVED AND PLATT SECONDED TO ADJOURN THE OCTOBER 18, 2008 MEETING OF THE SURFSIDE HOMEOWNERS ASSOCIATION BOARD. The meeting was adjourned at 1:14 PM.

Respectfully Submitted,

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Warren Olson, President to the Board

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Gary Williams, Exec. Committee Secretary

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Dinah McCreddie, Recording Secretary