

**MINUTES OF SURFSIDE HOMEOWNERS ASSOCIATION  
BOARD OF TRUSTEES  
JANUARY 19, 2008**

**Those Present:** James Flood, Cathy Gabrielson, Tom Kennedy, Grant Murrell, Walt Platt, Greg Willeford, Gary Williams

**Those Absent:** Warren Olson, Warren Schmidt

Vice-President Tom Kennedy called the meeting to order at 9:03 a.m.

**Floor Comments**

John Ebert, owner of property that the 306<sup>th</sup> Street Bridge is sited near, spoke to his proposal to center the placement of the 306<sup>th</sup> Street bridge on the SHOA properties instead of having it to one side. He emphasized the public use impacts to his property by fisherpersons and people at play who often trespass the path's boundary and use his lot as a park area. He said he constantly has trash to clean up due to the 306<sup>th</sup> Bridge being heavily used. He said fisherpersons cast their lines onto the shore of his property which can be a hazard at times also. He recommends a fishing and future park area on each side of the bridge. He also added that footbridges are a structure and that since he does not see where structures are defined in the 2007 covenants, he questions whether SHOA can rebuild these bridges and be in compliance with the new covenants. He is looking forward to the shoreline and substantial use hearing to be held on the footbridges. All members within 300 feet of the shoreline would be notified. (County does this).

Ken Karch assured Ebert that SHOA had sent the county the list of all property owners within 300 feet a week ago.

Kerry Amundson spoke about signage with regard to the SHOA office. She knows of some elderly people who got lost trying to find the office and especially now that the large sign has blown down, something needs to be done. Maybe a sign that reads on G Street "SHOA office one mile ahead" or something similar. She would like to see a sign at each entrance to SHOA, one on Oysterville Road, and one on the county bridge at 315<sup>th</sup> showing direction to go.

Brad Suchy asked what the stipulations were for outhouses or porta-potties in Surfside. He said they are ugly to look at and he is particularly concerned about the one at 30107 H Street that he can see from his house on G Street. In response to a question, he indicated he was talking about porta-potties, not outhouses, the latter of which is banned. (The office received five complaints regarding it recently and the compliance officer investigated.) He also had questions on voting on the bridges and did not like that the vote was included with the budget as a whole.

Mary Murrell voiced her concern about not meeting timelines for getting fish permits for the fish that were approved to be purchased at the December Board meeting. She thinks that staff should have followed up on this due to the timeline that needs to be followed to order the fish. She is afraid SHOA will be behind schedule and not be able to purchase them this spring due to this month's delay.

Williams said that it needs to happen this week. (Later in the meeting, it was found that Williams had the permits and had not given them to staff to fill out. Mary took them and filled them out so that staff could mail them in the week of January 21, 2008)

Flood said that this lack of action and not following through could put two annual goals in jeopardy: the fish and the footbridges. Karch assured him that it will happen this week.

Flood reminded the Board that they had delegated all communication with the county to come from staff to assure consistency and accountability.

Georgia Mourikis, Community Relations Co-Chair, reminded the Board of the cabanas that are in need of repair. She said her committee would like to see them up and running for summer of 2008. She would like to see a plan for keeping them maintained also. The cabanas are an important part of Surfside and are used by many members. She also asked who is heading the Emergency Response Preparedness Committee (formerly designated Tsunami Working Group). Answer was that Dan Maryott would be contacted to see if he wants to continue with the new committee. She urged that someone be designated as its chair soon. Karch clarified that the President needs to make this appointment.

Katrina Clift would like to see the information on the SHOA web site updated. She would like to see draft minutes on the web site as it seems that it takes too long for approved minutes to get posted.

Larry Clark reminded everyone of the 6:30 p.m. community meeting at the Ocean Park Fire Hall geared specifically for Surfside concerning crime, drugs, and also emergency preparedness.

Larry Amundson asked if Clark could set up a "sting" for speeders. He and his wife have tried numerous things to call attention to the 25 mph signs by his house, but to no avail. Clark said that the sheriff's office has purchased a radar unit that shows the speed you are going and what the actual speed limit is. He is trying to reserve it to use in Surfside. Mary Murrell said that more speed signs are needed.

Clark said that he had gotten quite a few signs just this year and that the areas where it changes from 35 to 25 mph are now clearly marked. He said "It is not the lack of signage, it is the people not paying attention." He said he doesn't have to hide, they just do not pay attention.

Ebert asked about H Street. Clark said he would look into it.

Floor comments ended at 9:40 a.m.

MURRELL MOVED AND FLOOD SECONDED TO LIMIT ALL REPORTS OR ITEMS ON THE AGENDA TO TEN MINUTES OR LESS. MOTION PASSED 6-0.

Murrell requested that 7D be deleted as it is data that is all in print and been seen before. No need to discuss. IT WAS CONSENSUS TO DELETE ITEM 7D FROM THE AGENDA.

GABRIELSON MOVED AND MURRELL SECONDED TO ADOPT THE AGENDA AS AMENDED. MOTION PASSED 6-0.

WILLEFORD MOVED AND WILLIAMS SECONDED TO APPROVE THE MINUTES OF THE DECEMBER 15 BOARD MEETING WITH TWO CHANGES: Western Wood Products should be changed to Western Wood Structures three times and Karch should be referred to as Ken Karch instead of deltajunky (his e-mail address). Motion passed 6-0.

The minutes of the Executive Committee for December 31, 2007 were submitted for review and to be included in the record. Kennedy asked that "Western Wood Products" be changed to "Western Wood Structures".

### **Old Business**

Bob Haskin has done more research on the proposal for heating and electricity during a power failure for the SHOA Business Office. The Community Relations Committee had requested a propane heater. The Board had asked Haskin to look at the issue again to provide more information about how much wattage was actually needed and to shop around for the best deal on a generator if the one that the currently have as surplus was inadequate.

Murrell asked how many days the power is actually out each year and if this is really cost effective to spend this amount of money for that much time.

MURRELL MOVED AND WILLEFORD SECONDED TO TABLE THIS PROPOSAL. MOTION PASSED 6-0.

Discussion followed. Murrell emphasized that the Board owes it to the membership to investigate this. The information should be available from the PUD regarding how many days a year Surfside is without power. Gabrielson said it depends where you live in Surfside. Some were without power for six days and some fewer.

Murrell asked whether the existing surplus water department generator could be used. Willeford added that the PUD is now requiring residents to trim back their trees better

and they are undertaking projects to prevent what happened in the storm from happening again.

Haskin said that the generator we have is 40 amp or 5 KW and it is not large enough to run most of the items on the list that was compiled.

Willeford also said it may not be economically feasible to justify this expense for 3 to 5 days a year of usage. He expressed concern about having the equipment sit outside in this environment.

Williams said he saw this proposal as just minimal services. Some coffee and a place to get warm and get information. Kennedy added that he thought we would get a ham radio to communicate also. Williams volunteered to take the class in how to operate one. Flood also thought it was just to have a warm place for members to come to. Williams recommended that the two issues be separated: place of shelter versus running all the other stuff.

Telephones: Haskin said they will be up and running by January 23. There will be a short period while people adjust to the new system.

The Architectural Committee has requested an addition to Procedure #104 to add the requirement for a picture of a manufactured home to be placed in Surfside so its age, etc. can be verified. This has been a requirement for the past two years. The request is to add it to the written procedure.

WILLIAMS MOVED AND MURRELL SECONDED TO APPROVE THE ADDITION TO OPERATING PROCEDURE #104 SECTION 3 ENTITLED PLAN SUBMISSION PROCEDURES BY ADDING A NEW SUBSECTION 3.4 TO READ "A PICTURE, PHOTOGRAPH, OR ARCHITECTURAL RENDERING OF THE PROPOSED MANUFACTURED UNIT SHALL ACCOMPANY THE APPLICATION SUBMITTED TO THE ARCHITECTURAL COMMITTEE FOR APPROVAL" AS PROPOSED BY THE ARCHITECTURAL COMMITTEE ON JANUARY 19, 2008. MOTION PASSED UNANIMOUSLY 6-0.

Kennedy asked Ebert if he had any more information to give the Board on the 306<sup>th</sup> Street Bridge placement. Further discussion will take place in closed session.

Murrell said that there was a 5 foot easement on all the other bridges and in all fairness to other property owners bordering bridges, the added expense would not be equitable to all concerned. Ebert said it was the only bridge that impacts property of the same person on both sides. Flood added that it was a huge cost to the association to do what Ebert is asking. It would increase the total cost of the bridges as a whole.

### New Business

#### A. Appointment of Election Committee Chair

MURRELL MOVED AND WILLIAMS SECONDED TO WAIVE THE REQUIREMENT IN OPERATING PROCEDURE #101 TO APPOINT THE ELECTION COMMITTEE CHAIRPERSON AT THE JANUARY BOARD MEETING AND REQUEST THE PRESIDENT TO APPOINT SUCH A CHAIRPERSON AT THE FEBRUARY BOARD MEETING FOR BOARD APPROVAL. MOTION PASSED 6-0.

#### B. New Tree Committee Form Letter

Murrell did not support the proposed letter and said that the association is not in the business of telling people what they can and can not do with their trees.

Karch said that since Murrell was the designated trustee for the Tree Committee and he did not agree with the Committee's proposed letter that there should probably be no action taken on it. Murrell said he would only like to see letters sent if there is a written complaint. Don't send letters when there is no complaint. This is money we do not need to spend. Murrell will talk to the tree chair about this. Karch pointed out that the proposed letter would go to those against whom a complaint had been received, an investigation conducted, and the tree heights, while not in violation, would be in violation soon, in an effort to prevent a violation.

Flood added that this information could be presented in another venue as the newsletter, Weekender, etc.

#### C. Newsletter Update and Proposal

Karch reported that we have a signed contract with Buzy Beez to print the newsletter in black and white at a significant cost savings from our previous contract. It will also cut the deadline to publication delay back from four weeks to as little as 2 ½ weeks. We have advertised in the WeekEnder for a volunteer to do the layout. He said the committee is even considering not publishing it in paper form in the future. It would still be available for those without computers, but it would be available on the web site and by e-mail.

Mourikis said the current deadline for getting information into the SHOA office for the Spring, 2008 SHOAandTell newsletter is February 1 at 4 p.m. Changes are expected to be easier to make with all of it being done locally. She said the need for last minute flyers should be done away with, as changes and additions can be made to the newsletter itself locally.

Murrell said he would like to see the actual amount of money being saved put in the newsletter itself.

Gabrielson said there may be a problem not having the election and nominating chairs appointed this month as they have information that has to go into the newsletter

regarding deadlines to run for the Board, etc. Jane Bowen, Community Relations Co-Chair, said there will be a breaking news section that will be for last minute additions.

CONSENSUS OF THE BOARD WAS TO HAVE THE EXECUTIVE COMMITTEE MAKE THESE APPOINTMENTS (Election and Nominating Chairs) AS SOON AS OLSON RETURNS FROM OUT OF THE COUNTRY SO THAT TIMELINES CAN BE MET WITH REGARD TO THE NEWSLETTER, NOMINATIONS AND ELECTIONS.

Mourikis said the committee wants the newsletter and the Weekender on the web site. They would like to get people into the routine of checking out the web site. By 2009 they would be just on the web site. If someone does not have internet service, they could still request a copy from the office. Murrell added that he would like to see an e-mail link to SHOA on the web site for people to request more information.

Karch said the current budget is for \$500 for the web site. When SHOA established it's web site, there was another bid for \$7,000.

Williams asked how long it had been in existence. Karch answered three years, and said he is responsible for the "age" of the materials that are on it. Williams continued by suggesting that the organization get someone inside SHOA to do the web site. If there are no volunteers, then train staff to do it, but let's get someone in-house to do this.

Amundson suggested that it might be made a job responsibility for the new secretary coming on Board when Sharon leaves.

MURRELL MOVED AND FLOOD SECONDED THAT THE BOARD OF TRUSTEES AUTHORIZE THE COMMUNITY RELATIONS COMMITTEE TO PROCEED WITH THE NOTIFICATION AND EDUCATION OF MEMBERS TO PREPARE FOR THE PROPOSED TRANSFORMATION OF THE FORMER QUARTERLY, MAILED NEWSLETTER TO A MONTHLY NEWSLETTER DELIVERED VIA A LINK ON THE SHOA WEB PAGE. IT IS FURTHER MOVED THAT WITH A FAVORABLE RESPONSE FROM THE MEMBERSHIP, THE BOARD MAY AUTHORIZE THE TRANSITION BE MADE IN 2009. MOTION PASSED 6-0.

Williams wants to add that SHOA advertise for a web master inside SHOA. After discussion, consensus was that it is too early yet. The word "may" as highlighted was added to their motion.

Possibilities can be looked at to change webmasters, but if it is taken on by staff in-house, it would not be an added expense.

Williams recognized what a large workload Haskin has. He would like Mary Murrell, Fish and Waterways Chair Pro-Tem, to fill out the fish permits and bring them to the office for review and signature.

Meeting recessed at 10:50 a.m. to go into closed session at 11:00 a.m.

Meeting went back into open session at 2:10 p.m.

### **Committee Reports**

Clark added to his report that he thanked Gary Williams for riding with him.

MURRELL MOVED AND WILLIAMS SECONDED TO ACCEPT THE COMMITTEE REPORTS AS WRITTEN IN LIEU OF ANY ORAL REPORTS AND TO APPROVE CHECK NUMBER 12360 IN THE AMOUNT OF \$223.72 PAYABLE TO SHIRLEY BAKER PAYABLE FROM ADMINISTRATION CONTINGENCY FOR RECOGNITION PARTY EXPENSES AND TO APPROVE CHECK NUMBER 12370 PAYABLE TO B. K. HART, INC. IN THE AMOUNT OF \$9,702.40 TO COME FROM BUSINESS OFFICE CONTINGENCY FOR FINAL PAYMENT ON BUSINESS OFFICE EXPANSION. MOTION PASSED 6-0.

Williams added that he wanted the Board to know that all RV Storage Lot rent has been collected. Out of the final three, two vacated and one paid thanks to the efforts of Larry Clark.

Platt also wanted the Board to know that the insurance committee has saved SHOA over \$15,000 from last year on SHOA's insurance. Everything is now on one policy except earthquake insurance and errors and omissions for officers. SHOA is under a \$5 million umbrella with Philadelphia Insurance Company. It is actually \$17,000 less than last year as we have to subtract another \$1400 for employment practices insurance. The binder will be coming in the mail.

Karch said he would like to call attention to the letter from Lawrence Freshley regarding ground water withdrawal by Ledbetter Farms as part of the Water Staff report. It voices concern that this withdrawal will affect others in the area. SHOA's water staff is reviewing it also. Karch also mentioned the community meeting coming up on January 26 "In the Eye of the Storm" at the Ocean Park Elementary School. He also noted that there was a county after action review of the storm and a staff after action review also.

Clark wanted to remind Board members of the meeting with the sheriff this evening at 6:30 p.m. at the Ocean Park fire hall.

Flood requested an update on the county permits on the footbridges. Karch said that the names and addresses of all members within 300 feet of any of the footbridges had been sent to the County, which will mail notice of the shoreline hearing coming up.

Flood is hoping to get the engineering designs approved so that materials can be purchased and the bridges constructed so that as soon as all permits are provided, they can be installed. It is risky for the company to go ahead and build them without the design approval. The 306<sup>th</sup> Street bridge may have to be delayed due to the easement



Note: these minutes not official; for official minutes, please contact the SHOA Business Office

discussion. Flood encouraged Karch to get approval on the bridge designs as soon as possible and that he should get Bud Cuffel involved if needed.

**For the Good of the Order**

Nothing additional.

GABRIELSON MOVED AND PLATT SECONDED TO ADJOURN THE MEETING AT 2:25 P.M. MOTION PASSED UNANIMOUSLY.

Respectfully submitted,

---

Tom Kennedy, Vice Chairman

---

Sharon White, Recording Secretary