

MINUTES OF REGULAR BOARD MEETING
SURFSIDE HOMEOWNERS ASSOCIATION
OCTOBER 17, 2009

B.OT. Present: Jim Flood, Chris Hanson, Martin Jenkins, George Miller, Grant Murrell, Larry Nelsen, Debbie Richmond, Gary Williams, John Williams

Staff Present: Ginger Byrd, Bob Haskin, Barbara Robinson, Sara Chase, Larry Clark

President, Jim Flood called the meeting to order at 9:00 a.m. and opened with a statement about Safety in the Workplace. Jim Flood stated that safety is the number one concern of all. The goal is to send everyone home safe at the end of the day. Jim Flood then extended an invitation for floor comments:

Floor Comments:

John Reichenbach addressed the board asking how much of the one hundred forty-two thousand dollars from the 2009 budget for water line replacement has been spent to date. Jim Flood said that at this time we cannot give him a definitive answer, but will get back to him with the answer. Jim spoke to the audience regarding the fact that we have 20 miles of water line in our system. The goal for this year was a mile of pipe. The consultant that was here and worked with Bob Haskin and Gary Williams trustee for the Water and Field Services committee explained to them that the pipe that was originally installed was thought to have a life of sixty years, our system has been in the ground for forty years and the nature of our soil (sand) creates more fluctuation with the seasonal rains, which causes more stress on the lines.

The agenda for the October 17, 2009 Board Meeting was approved and adopted as submitted.

The minutes of the September 19, 2009 regular board meeting were approved as submitted.

Old Business:

Barbara Robinson asked for comments from the board regarding the changes to the Operation Manual that the board had been given last meeting for their perusal. John Williams asked if the Employee Manual could be made a part of the Operations Manual. Barbara Robinson replied that it could be included. Barbara stated that several things had been updated and changed and asked that the Board get back to her with comments before the next Board Meeting. She will then compile all comments for Board review.

New Business:

2010 Budget

Martin Jenkins presented the 2010 Surfside Homeowners Association Budget. Martin stated that the budget is less than the previous year. The budget was developed on the premise of fiscal responsibility. The budgets in the past had been increasing by eight percent per year. This budget has a .5 percent decrease. Martin Jenkins asked if there were any comments from the board. George Miller asked that in the future budget process that more line items be shown in the various categories. Also the committees should be given the opportunity for more input regarding the expenditures for the individual committees. Barbara Robinson stated that there would be a form in place for the committees to present proposals to the budget committee for consideration. Grant Murrell suggested that a note in the Newsletter to remind Chairpersons to think about what you want to have considered for proposal to the budget committee. The history of the last three of un-spent funds was used to determine funding. The unspent funds go into the reserve fund. Carry over for the next fiscal year of unspent funds takes Board action. Gary Williams moved to accept the 2010 budget and forward it to the membership for voter approval. Grant Murrell seconded the motion. The motion passed with an 8 to 1 vote. Larry Nelsen opposed. The budget will be mailed to the members for voting. A copy of the budget in its entirety will be available for member review upon request in the Surfside Office or on the Surfside Homeowners Association web site @www.surfsideonline.org

Board Policy (new) Surfside Annual Maintenance Plan Land/Building Facilities.

This Policy was developed by the Land and Buildings Committee. This committee has performed inspections on the individual Surfside buildings and facilities with a report prepared on each one. These inspection reports were then presented to the General Manger.

The staff effort that has been expended to maintain and improve the facilities was addressed as an attachment to the Land and Buildings minutes. John Williams addressed the issue of safety and suggested a training session for employees in the use of the fire extinguishers. Gary Williams stated that the Water and Field service staff is only four people and that there are a lot of things included in the Maintenance Plan that could be accomplished with volunteers or part time help as the capacity of the staff is exceeded.

Martin Jenkins moved to adopt the Surfside Annual Maintenance Plan Board Policy as submitted. Gary Williams seconded the motion. The motion passed 8 to 0 with Grant Murrell abstaining.

Board Policy changes to the Fish and Waterways Committee

Board Policy changes to the Fish and Waterways Committee were submitted for Board review and approval. It had been requested at the last Board Meeting to change the Fish and Water Ways Committee to an Ad Hoc Committee that would meet only on an as needed basis.

Grant Murrell moved to approve to adopt the changes to the Fish and Waterways Committee Board Policy as submitted. Larry Nelsen seconded the motion. The motion passed unanimously 9-0.

Board Policy changes to the Disposal of Refuse Policy

Barbara Robinson displayed the proposed change from windshield stickers for compactor admission to the card and lanyard system. The changes were based on recommendations from staff operating the compactor site. Claudia Justice addressed the Board with concerns that the lanyard system might encourage more misuse of the compactor site. Grant Murrell addressed the issue, and stated that there will always be those members who are willing to misuse the system. After discussion Gary Williams moved to adopt the changes to the Disposal of Refuse Board Policy as submitted. Grant Murrell seconded the motion. The motion passed 8-1. With George Miller opposing.

Commercial Sign Request for I Street Commercial Property

Barbara Robinson presented the drawing of a real estate sign request from Discovery Coast Real Estate. The request for commercial signage would be for two four by eight signs to cover fourteen lots instead of 14 small individual signs. Grant Murrell proposed a limitation of six months duration for placement of the signs. Debbie Richmond proposed that the signs be placed to the back of the property. Debbie Richmond moved to approve the Commercial Sign request as amended with the conditions mentioned. Gary Williams seconded the motion. The motion passed unanimously 9-0.

Financial Motions

Martin Jenkins moved to approve check number 168555 in the amount of \$ 964.47 payable to Creative Floor Factor for the balance due for business office carpet replacement and transfer from reserves. Grant Murrell seconded the motion. The motion passed unanimously 9-0.

Martin Jenkins moved to approved check number 1007 in the amount of \$1,752.63 payable to Naselle Rock and Asphalt for water line replacement project. Gary Williams seconded the motion. The motion passed unanimously 9-0.

Staff and Committee Reports

Bob Haskin addressed the Board. Bob reported that the Bob Cat is back and appears to be functioning as it should. The real test will be in the next few days with the project on G Street starting. The company could not determine the exact cause of the failure of the hydraulic system, but stated it was not operator error. Bob discussed the three phase

power extension project. At the present time during a power outage we are only able to run two of the deep wells. Bob also discussed the water filter capacity upgrade project. The installation of three new filters is required for maximum efficiency of the system. To place the filters the doors will need to be widened and well as the height of the door opening increased to accommodate placing of the filters.

Larry Clark made an addendum to his original board report. Larry stated that there have been several case of car prowls, none of these have been in Surfside yet, although the perpetrators are moving north. These prowls have all been on unlocked vehicles. Surfside maintains the lowest crime rate in the county.

Grant Murrell moved to accept all Committee Reports. Gary Williams seconded the motion. The motion passed unanimously 9-0.

Gary Williams moved to authorize Bob Haskins to place an order for the three filters as well as move ahead on the door modification. Martin Jenkins seconded the motion. The motion passed unanimously 9-0.

The board recessed to closed session at 11:30 The board reconvened at 12:45 pm.

Grant Murrell made a motion to amend the employee manual to read that the qualifications for Water/Field Services Tech I would be High School Diploma or GED or a minimum of five years experience in equipment operation and construction practices. Gary Williams Seconded the motion. The motion passed unanimously 9-0.

Grant Murrell moved to adjourn the October 17, 2009 Regular Board Meeting of the Surfside Homeowners Association. Martin Jenkins seconded the motion. The motion passed unanimously 9-0. The meeting was adjourned at 1:00 pm.

Jim Flood, President to the Board

Grant Murrell, Exec. Committee Secretary

Sara Chase, Recording Secretary

