Homeowners Association
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www.surfsideonline.org

May 6, 2021

Memo for Record; Report to Board Trustees

RE: Lands and Buildings Committee Meeting---May 6, 2021

The Committee met to consider past and future actions needed to support maintenance and operation of association facilities. This memo records the status of all actions considered. Note that some actions are closed and completed.

Members present on the date of the current partial office, partial Cisco WebEx:

G. Gonzalez [X]
D. Neptun, Trustee [X]
L. Raymer, [X] Office
K. Smith [ ] Office
J. Purdin [X]
R. Minich, Chairman [X] Office
R. Turner, Treasurer [ ]
T. Lofstrom, Manager [X]

Opened Meeting at 9:01 AM

The group considered the following:

1. RV/Compactor Site Rehabilitation Ad Hoc Committee (**OPEN**).

   (Nov 12th, 2020) Surfside their first change has received correspondence from dropping their request for their first change order. However, in the letter was added three items they would consider additional items that we do not agree. It is time to resolve this issue, to ask them for a drawing of our design and renegotiate the contract for what they have or have not done, give them the final electrical requirements we they have requested, and move on for 2021 construction.

   (Jan 7th) Currently Lower Columbia Engineering has billed Surfside over $19,000. and been paid. Audit this with Tracy and Heidi to find out what has been charged. Next week, negotiate with LCE for final design drawings and electrical. Target to have these items by end of January.

(Feb 11th) Final drawing will not be prepared until mind February. Proposed construction for the Electrical upgrade would be post Memorial Day to mid-June for start. With completion in August. Compactor yard construction will begin post "Rod Run Weekend". This was reviewed with office manager, Tracy who is in full agreement.

(Mar 11th) Ric & Tracy today at 1:30PM participated in a conference call with Lower Columbia Engineering and R&W, Inc. (Electrical design. Discussion included the proposed lighting (to be reviewed by Surfside), the expired PUD transformer upgrade, and the amperage for the upgraded electrical outlets. The electrical package is by far the largest portion of the upgrade. LCE was told to begin the final design of the total RV/Compactor area project which includes relocating the RV dump stations, adding a third gate for compactor exiting, demolition of the dry box building, fence reconfiguration, and security electronics. Targeting drawings and specifications to be completed by mid-April. The only potential delay would be design permits from Pacific County. Both firms believe it possible for a schedule mid-summer electrical upgrade construction followed by the remainder of the contract completed by the end of Fall.

(Apr 8th) Reviewed the March notes as most occurred after meeting. Also addressed the Zoom conference scheduled for Monday, April 12, at 10:30 AM. The purpose will be to line out to the county the six elements of the project, six priorities in order of importance to assure the final design proposal is fully understood by all concerned. Representing Surfside will be Tracy Lofstrom, Rudd Turner, and me. Additionally, discussed was my concern for potential cost overruns and the inability to complete all phases of the project.

(May 6th) Reviewed the results of Zoom meeting with Pacific County: Shawn Humphrey, Zane Johnson, and Randy Irwin. Permitting for the project will require only electrical and septic. All remaining work will be done as upgrade or maintenance. Lower Columbia has stated the drawings and specifications will be completed by Friday, May 14, 2021. With the experience thus far from Lower Columbia Engineering, a letter will be sent immediately reiterating what is expected from the documents they produce.

2. Skating Lake Flooding, Larry Raymer will continue to represent SHOA at County meetings (**ON HOLD**)

(August 8th, 2019) County has changed outlet south of Skating Lake to 300th under road under new land usage. There will be the Annual Meeting 20th of August at 5:00PM open to the public for discussion. Conversation morphed to Twin Lakes fish stocking. The screen and type of screen for the outflow pipe. V mesh shape was used and approved by WA Fish and Wildlife. Gil Gonzales will be part of any decision. Larry will attend next Skating Lake County meeting late September.

(May 7th. 2020) Larry Raymer reported that Skating Lake and Slough are on the Counties Five-year plan. Work may happen this year, likely next year. When allowed by the State, wants to come to Surfside and present to BOT and the membership their proposal for the outflows from the Canal and Seabreeze Lake, culvert and drainage. Mike Collins and Glenn McCauley attended the meeting representing Pacific County. On Hold

(Jan 7th) Larry Raymer reported that Pacific County Flood Control District has produced a Five-Year Plan for work. The Skating Lake outfall is scheduled for 2022 with a budget of $10K for engineering, $50K for installations. The relocation of the canal and Seabreeze Lake outfalls are scheduled for 2026, with budgets of $160K and $105K respectively. Tracy has a copy of the document.

3. Trees along Sea Breeze Lake are out of compliance. Under brush is also an issue. Peggy Olds, Chairman of the Tree, Brush, & Vegetation Committee, will join us to discuss a joint effort to solve this problem as well as answering and/or acting upon a resident complaint from May 2018 regarding this matter. (**OPEN**)

(Nov 5th, 2019) In the next phase, 350th corridor, letters have been sent out to 10 landowners with 4 positive responses. Annette deLeest to call the remaining owners to allow the arborist to complete the second phase by the end of 2019. A request has been sent to S & F Land Services to survey at least the north end of Seabreeze Lake. No response as of this date.

(Nov. 12th, 2020) Currently, Pacific County will not issue a permit without mitigation because the ecology department says the leaning trees fall under Ordinance #180 CARL. Since this canal is part of the County Flood Control District, we will address this again with Pacific County involving the Pacific County Flood Control. Quality tree will honor the bid price until this is resolved.

Jan 7th) Larry Raymer believes theses trees are not on Surfside property, Gil, Larry and Ric will meet at the site next week to verify this. Should be the first step to solve this problem.

(Feb 11th) After inspection by Larry Raymer and Gil Gonzalez determined that these trees leaning over Skating Lake Slough to be on private property. That owner has been notified of the potential problem.

(Mar 11th) Currently there are no known height infractions of trees on Surfside property. The fish and Waterways Committee have instituted a program, led by Steve Fleckinger to coordinate and promote native low growing vegetation along SeaBreeze Lake. Once planted, this may well allow the shore pine to be potentially removed.

(Apr 8th) Nothing was discussed.

(May 6th) Refer to item 20 in Annual Maintenance 1 Year Plan, 2021

4. Discussion of Waterway's Committee watershed report **(ON HOLD)**

(August 8th,2019) [partial discussion in item #3] The hydro geologist company who did the original survey is still in business. The name of the company is on file and will be considered for the next survey. The information from the original survey need to be digitalized.

(Jan. 9th) Ongoing with nothing to report.

5. Proposed donation of property at 30900 M Place (Pacific Co. Parcel # 77007007033) to SHOA by the current trustee of the property. A request for recommendation had been sent to Rudd Turner, James Clancy, and Larry Raymer for review and comment. **(ON HOLD)**

(April 11th, 2019) The Land & Buildings Committee is recommending that Surfside not accept the donation of this property. The committee has studied it for the value potentially as utility trailer storage. However, this lot is in a residential area which restricts winter parking of trailers. It cannot be used for that purpose or any other useful purpose by Surfside Land & Buildings. T. Reber suggested that any property in Surfside should have some value. This brought the following debate within the committee. SURFSIDE HOA, BOARD of TRUSTEES MUST ESTABLISH a POLICY or STRATEGY of THESE DONATED PROPERTIES. DOES THE ASSOCIATION WANT TO BE A PROPERTY MANAGEMENT FIRM? IF SO, A POLICY, STRATEGY, or CHANGE in BYLAWS MUST BE ESTABLISHED. The L & B Committee is closing this matter and giving it back to administration to accept or reject as a Board of Trustees action item.

(May 9th, 2019) In a 5 to 4 vote of the Surfside B of T, the donated property was accepted. Raises the question regarding need for a real estate donation/purchase Surfside policy for consistency. This matter was discussed, the majority of the L & B members, including the Treasurer believe the current Surfside “no policy” is harmful and potentially liable. The result was L & B will initiate a policy, a rough draft (if not an outline of issues) will be started by James Clancy for discussion and editing at the June meeting.

6. Annual Maintenance Plan 2021 (**OPEN**)

(Nov. 12th, 2020) Continue to wait for Guzman Construction and improving weather for in house crews to complete two repairs prior to the end of 2020.

(Jan 7th) Traditionally a maintenance inspection is done by Gil Gonzalez and Larry Raymer after the winter season. Expect inspection of Surfside facilities to take place mid-April and the list to be reviewed at the L&B May meeting.
Gil reported of the two 2020 open maintenance projects: no quote from Guzman Const.to repair concrete at Twin Lakes Cabana. Could be a few months. Scott Markley is scheduled to repair the L&B Maintenance Building on G Street.

(Feb. 11th) Gil Gonzalez reported that a meeting with Guzman was postponed and to be rescheduled. It has been too wet for Scott Marple to work on the L & B maintenance building.

(Mar 11th) Update by Gil. He has met with Guzman Construction and they are putting together a quote to correct the concrete trip hazard at the Twin Lakes cabana. If within budget, work may begin this month. Repair to the L&B maintenance building is expected to begin in March.

(Apr 8th) Discussed the Guzman Construction proposal for the concrete repair at the Twin Lakes Cabana. Result is that the committee will recommend approval of the bid for $3,573.00 tax included.

May 6th) The report of inspection is attached which includes cabanas, water department buildings, admin building, playground, pedestrian bridges, L&B warehouse, Veteran's Park, and compactor area.

7. Five Year Plan update for 2020 **(ON HOLD)**

(Jan 7th) Update of Five-Year Plan is dependent on Item # 6, annual maintenance plan is completed.

8. Seeking federal/state funded tsunami shelter at appropriate time.**(OPEN)**

(Jan. 7th) Attempt will be made again with Pacific County Commissioners, FEMA, and Ashley Lawrence, (253) 532-7442, ashley.lawrence@mil.wa.gov

(Feb 11th) No progress

(Mar 11th) No Progress

(Apr 8th) No Progress

{May 6th) No Progress

9. Potential immediate solutions and relief at the compactor and derelict vehicle disposal at the RV yard. **(OPEN)**

(Jan, 7th) Discussions continue about the definition of a derelict vehicle and fines, authorizations, and towing for marginal vehicles that are in violation of the covenants. This issue will be a topic for the new office manager after her December start. Tracy will be asked to give, possibly adopt, the Pacific County definition of derelict vehicles.

(Feb 11th) Tracy and Ric to make a tour of the RV yard next week to identify derelict and non-licensed vehicles to again take a more active role.

(Mar 11th) Update by Tracy. She explained to the committee her pro-active policing of the RV lot and the support of the proper administration of the facility.

(Apr 8th) No discussion occurred.

(May 6th) Cursory discussion, very few derelict vehicles, most simply are registered but not showing current registration sticker.

10. Pacific County Commissioner Frank Wolf has stating that Pacific County wants to schedule a flood control workshop specifically for Surfside, which would include discussion of the North & South outflows. Attempted perfect schedule would be the Friday before a monthly business meeting. Perhaps this should be Fish and Waterways **(ON HOLD)**

(Jan 7th) Placed on hold.

11. Veterans Park Modifications. The referenced light was recently replaced with an LED fixture. We will discuss a solution that will comply with the new (when approved) lighting standards. A letter will be sent to the requester. **(OPEN)**

(Nov 12th) Lighting and paving an issue here. It is my intention to meet with George Miller and determine if a compromise of crushed gravel with a drain to prevent rain build up. In addition, lighting will be discussed.

(May 6th) Item # 21, Annual Maintenance 1 Year Plan, 2021

12. 357th Pedestrian Trail Relocation, James Bailey wrote attached letter March 6th to Tom Reber wants to sell five parcels north of the Seabreeze condos. In doing so, he wants to relocate the 357th pedestrian trail to immediately north of the existing condos. (**ON HOLD**)

(October 8th). E-mail from Barbara Bailey stated that they are placing the project on hold until Spring, 2021

(May 6th) .FYI, The parcels above have begun to be cleared. It was discussed that a stop order has been placed on the clearing. No word between the Baileys and Surfside so this is an observation and discussion only.

13. As suggested by Rudd Turner, L & B Committee review of the Surfside HOA Level III Reserve Study for 2021. Specific reference to pages 12 through 15.**(CLOSED)**

(Jan. 7th) With Rudd attending the meeting there was a full discussion about the Level III Reserve Study. Generally speaking, the draft of the study is accurate, Rudd is asking key people to review it and make comments by January 22nd. This subject will be a BOT item. Discussion followed.

(Feb. 11th) Closed

14. Based on a request by a G Street homeowner who is experiencing property trespassing both from G Street to beach as well as beach to G street. What can Surfside L&B do? (CLOSED)

(Feb 11th) Discussion followed with two west side G Street residence involved. Surfside has upgraded signs from the beach. In the Surfside Weekender, there is a full page devoted to where trails exist, a warning NOT TO TRESSPASS on private property, and pictures. Surfside maintains the paths to assure potential meandering off them does not occur. This is all Surfside can do to prevent trespassing.

(Mar 11th) Letter to owner sent. This matter is closed.

NEW BUSINESS

No new business as of 5/6/21.

Meeting was adjourned at 10:02 AM

The committee would be scheduled for June 10, 2021 in the conference room or Cisco WebEx at 9AM. All members will be contacted. The RV ad hoc committee will remain active during the month.