

**Treasure Island Country Club**  
September 7, 2022  
Meeting held Via Zoom Meeting

**Meeting Minutes**

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**Call to Order:** President Diane McCoy called the meeting to order at 7:03 PM

**Roll Call:**

Diane McCoy	President/Roads	James Horton	Dock Commissioner
Patty Mayer	Vice President/Beach	Dan Downey	Bridge Commissioner
Kerstin Hilton	Secretary	Aaron Howard	Commissioner at Large
Sarah Voss	Water Commissioner	<b>Members</b>	
		<b>Attending:</b>	
Diana Bell	Tom Swettenam	Fiona Segretti	

**Also Attending:**

Stephanie Hahn, HOA Community Solutions

Approval of minutes from June 1, 2022 Board Meeting and Special Meeting Minutes from August 4, 2022.

Aaron made a motion to approve the June 1, 2022 Board Meeting minutes. Sarah seconded the motion. Motion passed.

Jim made a motion to approve the August 4, 2022 Special Board Meeting minutes. Aaron seconded the motion. Motion passed.

**Request**

The Board requests that members attending via Zoom turn on their video camera so we are able to interact with the membership in a more personable manner, and that the member identify their image with their name.

**Financial Report- As of 7/31/2022- Reports attached**

- Balance sheet
  - O&M Account \$175,553.73
  - ARF Accounts \$546,863.12
  - Bridge Accounts \$100,413.57
  - Total bank balances: \$822,830.42** ○
  - CIT Bridge Loan Balance \$104,120.78
- Budget comparison
  - The bridge is over budget by \$3,838.39 due to the catch basin cleaning
  - Landscaping Misc/Special is over budget \$2,387.50; however, the payroll expense is under budget \$7,211.50, not including employer tax expense
  - Water System Maintenance and supplies are over budget for a total of \$6,305.17 due to a repair

- Overall, the Association is under budget by \$3,828.33
- Delinquent accounts- As of 9/6/2022
  - 60-89 days delinquent accounts owe a total of \$28.98
  - 90 days delinquent accounts owe a total of \$662.37
  - Over 120 days delinquent, owe a total of \$1,397.57
- Motion was made by Aaron to move \$200,000 from the AARF account into the ARF ICS fund. Sarah seconded the motion. Motion passed.
- Stephanie will research money market opportunities for some of our accounts in order to get improved interest rates and will report back at the next Board Meeting.

**Commissioner Reports-** Reports attached ○ **Dock-** James Horton. There was further discussion about having copies of all documents pertaining to the Dock Project be available to HOA Community Solutions. It is unknown if any mitigation costs will be requested by the Board of Engineers.

- **Bridge-** Dan Downey. Dan brought up concerns for the bridge and our water system should there be any type of disaster. There must be a process procedure for evacuation and water turnoff.
- **Beach-** Patty Mayer
- **Roads-** Diane McCoy
- **Water-** Sarah Voss

**Committee Reports-**

- **Island Watch-** *No Report provided* – Discussion centered on an increase of individuals jumping off the bridge and trespassing on the island. The board is considering options, and asks the membership for their ideas on how best to address these situations. Dan will determine ways to highlight the No Jumping signs located on the bridge.  
Sarah made a motion to ask Aaron to talk with security services/providers. Aaron seconded the motion. Motion passed.  
Violation letters can be sent by HOA Community Solutions to members and off-island individuals for trespassing. The HOA must have accurate information, including date and time, and description of what happened. Provide additional documentation such as car make and model, mailing address for off island trespassers and the case number when known.

**Old Business:**

- Governing Document restatement update – The Board will have a question and answer session with Condo Law.

**New Business:**

- Announce Board Positions ○ Currently, there is a need for a Treasurer. Patty made a motion to appoint Aaron as Treasurer. Kerstin seconded the motion. Motion passed. Thank you Aaron.
  - Welcome Sarah Voss to the Board
- Trespassing notice – Sarah made a motion for a trespassing notice be emailed to the membership. Aaron seconded the motion. Motion passed. The notice will also be posted on the website, and social media.
- The board agrees that purchases which exceed the approved budget require a majority vote of the Board members.

Aaron made a motion to amend the Executive Session agenda to include a property survey, and safety concerns about a floating dock. Patty seconded the motion. Motion passed.

**The Board went into Executive Session at 9:18pm, with only Board members in attendance.**

- Late fee waiver from accounts 32683 and 20071 were reviewed. Late fees for 32683 are denied. Late fees for 20071 are waived.
- The board is aware of Community Watch issues which are being reviewed.

Motion was made by Aaron to adjourn the meeting. Jim seconded the motion. Meeting adjourned at 10:07pm

Next Board Meeting: October 5, 2022 via Zoom.

Minutes written by Secretary, Kerstin Hilton.

# Commissioner Reports

Dock Commissioner Report – Jim Horton

Marine Floats has received our check and has begun the permitting process.

I received a packet of information containing:

Cover letter

Owner/applicant agreement

Preliminary design drawing

Letter explaining possible "Mitigation" requirements

We are required to provide a legal description and site plan drawings. These have been provided.

The signed agreement between owner/applicant has been notarized and returned.

Beach Commissioner Report – Patty Mayer

The next project is to install a French drain to direct the rain from the Cabana  
& have rock delivered for parking

lot.

The following phase will be a pathway with pavers from the parking lot to the Cabana.

Mike Zech Construction evaluated Cabana (early August) and will submit a plan for improvement suggestions  
& costs.

Profits from TI shirts/hats will be applied for a handrail.

This project is based on the beach budget and the availability of volunteers and their equipment.

Water Commissioner Report – Sarah Voss

I took over as Water Commissioner of TICC from our former commissioner Rod Wilkinson the beginning  
of August 2022 for a three-year term.

I have familiarized myself with the pump house stations, booster pump/tank house by physical  
inspection and introduced myself to members of our water management team from Northwest  
Water Systems. All the pump houses are clean, and operating correctly. Pump house #1 could  
use some organization inside as well as addressing if there is a moisture problem in the  
northwest corner inside the building. Also, that pump house has an irrigation system that I  
don't know if it functions to sprinkle the signage area west of that pump house.

I have printed off our current WA ST DOH Operating Permit, but have not hung it on the clip  
board in pump house #1. I have a call into Harmony with NWS to review our involvement with  
DOH.

I received a phone call from Jeff with NWS regarding a fire hydrant issue with a house "move"  
one of TICC members Kristy Berg is planning in the future. I told him the board would discuss how to  
keep on top of this issue.

Patty Mayer delivered a large site map of our plats; she also has a site map she has been  
marking meters on. She and Don have almost completed placing number stickers on all the

water meters. I plan to continue meter locating with her and our meter reader from NWS.

The TICC website pages do not have my contact info on all the pages and I'm still considering setting up a TICC gmail account.

I will perform at the least a monthly tour of all the pump houses and continue talking with our water management company NWS.

For the rest of September 2022, I asked Rod to monitor the Water gmail on TICC website till we get all the contact info corrected.

Roads Commissioner Report – Diane McCoy

Cars are still speeding on the roads.

We have a lot of large equipment on the roads now including the utility lane.

Bridge Commissioner Report – Dan Downey

1. Railing rust - Galvacon liquid zinc galvanizing paint. Plan to paint beforewinter.
2. Catchbasin contract in place for annual catchbasin cleaning for stormwater filtering - Catchall completed stormwater service and maintenance inspection on June 16th. Cleaned catch basins on the bridge and roads. Based on current conditions and accumulation levels, Catchall suggests inspections and maintenance be done annually and as needed. We've signed a contract to have this done annually to stay within State guidelines. Where is the form used to report compliance to the state? Does Catchall give Stephanie a copy of their state-filed report?
3. Bridge safety - board is discussing signage to discourage bridge jumpers- consider posting simple liability disclaimer for injuries or damage sustained from bridge jumping, automobiles etc.
4. Things to do in remainder of year: Turn off water to bridge - November

Planter irrigation system - controlled in pumphouse at Island end of bridge when to flush and shut down for winter? Box of parts at Ken Sanberg's house on Island

Explore replacing light strings on north bridge rail with fixed marine-grade light fixtures versus their removal

Partner with other board members / McFarland / Rex to organize reporting system for events seen on bridge security cameras

## 5. Review of Bridge Commissioner responsibilities

Primary responsibilities: Preservation, safety and maintenance of the private TICC Bridge connecting Treasure Island to the mainland, including land and over-water easements.

Secondary Responsibilities:

1. Develop and/or oversee the TICC Bridge Maintenance Plan - Does this document exist?

- Engineer Inspections

What are the state rules for these metrics? How often?

