

**Treasure Island Country Club**  
June 1, 2022  
Meeting held Via Zoom Meeting

**Meeting Minutes**

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**Call to Order:** President Diane McCoy called the meeting to order at 7:00 pm.

**Roll Call Present:**

Diane McCoy	President/Roads	Aaron Howard	Commissioner at Large
Patty Mayer	Vice President/Beach	Vacant	Bridge Commissioner
Kerstin Hilton	Secretary/Treasurer	James Horton	Dock Commissioner
Rod Wilkinson	Water Commissioner		

**Roll Call Absent:**

Dan Downey	Commissioner at Large
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**Members Attending:**

Terry Chew	Sarah Voss
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**Also Attending:**

Stephanie Hahn, HOA Community Solutions

- Approval of minutes from April 6, 2022, and May 25, 2022, Special Board Meeting  
Patty made a motion to approve the April 6, 2022 Board Meeting minutes with a change to add the Commissioner reports. Rod seconded the motion. Motion passed.

Rod made a motion to approve the May 25, 2022 Special Board Meeting minutes. Aaron seconded the motion. Motion passed.

**Financial Report- As of 4/30/2022- Reports attached**

- Balance sheet
  - O&M Account \$206,770.45
  - ARF Accounts \$492,519.33
  - Bridge Accounts \$199,690.69
  - **Total assets: \$898,980.47**
  - CIT Bridge Loan Balance \$227,618.38
- Budget comparison
  - Insurance expense was \$4,216.08 higher than budgeted for.
- Delinquent accounts- As of 5/26/2022
  - 60-89 days delinquent accounts owe a total of \$103.04
  - 90 days delinquent accounts owe a total of \$1,645.10
  - Over 120 days delinquent owe a total of \$354.00
  - Over a \$15K difference from prior reporting

**Commissioner Reports- Reports attached**

- **Dock-** James Horton's report will be submitted for approval at the August 3, 2022 Board meeting.
- **Bridge-** Vacant

Motion made by Patty to approve a contract with CatchAll Environmental annually to service the bridge cannisters. Motion seconded by Aaron. Motion passed.

- **Beach-** Patty Mayer
- **Roads-** Diane McCoy
- **Island Watch-** Vacant
- **Water-** Rod Wilkinson

**Old Business:**

- No old business to review.

**New Business:**

- Discussion on budget and Board approval  
Aaron made a motion to approve the 2023 budget. Patty seconded the motion. Motion passed with one abstaining vote.  
The 2022 ARF Budget will be updated for ratification at the annual meeting (July 9, 2022) or the next regular board meeting (August 3, 2022).

**The Board went into Executive Session at 9:03pm, with only Board members in attendance.**

- The Board unanimously agreed to waive the late fee for Acct# 20070 only. Late fees for accounts 20000, 20013, 20011, and 20010 will not be waived.
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**The Board went back into Regular Session at 9:09pm.**

**New Business continued:**

- Review request from Lot 254 to plant an azalea bush to be planted on Associations property. Permission granted for this specific request and location.
- Discussion and approval to make an additional bridge loan payment – Rod made the motion to close the Western Alliance ICS SA Bridge account that has roughly \$55,009.29 and decrease the funds in the AAB Bridge Loan Passthrough to have a balance of \$48,123.24, approximately \$17,909.13 will be withdrawn. The Funds from these accounts are to be applied towards the CIT bridge loan principal. Patty seconded the motion. Motion passed.

**Next Board Meeting:** Annual Meeting, July 9, 2022 (Saturday) at 10am via Zoom.  
Regular Board Meeting, August 3, 2022 at 7pm via Zoom.

Patty made a motion to adjourn the meeting. Rod seconded the motion. Motion passed.  
Meeting adjourned at 9:15 pm

Minutes written by Secretary, Kerstin Hilton.

# Treasure Island June 2022 Commissioner Reports

## Roads and Ditches Commissioner

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Roads are in good shape including the Utility Road so far.

Ditches will be cleared out this week and trimmed.

We have an engineering report on costs for resurfacing the road in the future and what needs to be done.

Painting the speed bumps now that the rain has stopped, still no yellow paint we'll use white.

Speed on the roads is still an issue. Patty (VP and I) will be sitting in our chairs reminding people to slow down, and watch for our signs, we might even have a gift for some of you for slowing down.

## Island Watch Report

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Nothing to report so far, except the community does report speeding on the roads, see roads.

## Bridge Commissioner Report

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Ken Sandberg has resigned, and Diane is temporarily taking on the Bridge position till after the Annual Meeting in July.

The Bridge is scheduled for the annual storm system inspections and maintenance work to keep the storm system in compliance with current stormwater regulations.

Annual inspection Wash down of 2 Catch Basins filters. Treasure Island will be provided with service history.

## Beach Commissioner Report

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The concrete sidewalk has been removed & hauled away. Sam Vetter & Dave Parker have volunteered their time and equipment.

Landscape edging has been installed to contain gravel in parking lot and path to beach. Rock has been delivered for parking lot and pathway to beach. Additional gravel will be needed.

A concrete slab (6'x3', unsure of its purpose) was dug up and will be broken up and recycled.

# Water Commissioner Report

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## *Water Commissioner Report—June 2022*

This report is current through late May 2022.

### *Water Production*

March 2022: 463,740 gallons

March average: 437,940 gallons

April 2022: 423,015 gallons

April average: 558,421 gallons

2022 (4 months): 1,875,365 gallons

April production about 24 percent below the April average going back to 2003. Cool wet weather might account for that plus there was follow up to find and fix customer leaks based on the service meters reading at the end of March.

The well splits (percentage of water produced by each well) for March and April look good.

### *Water Leaks*

Customer Leaks: Leaks have been noted and repaired at 1010 and 1360 since the last report. Fixes are still pending at 170, 330, and 1270.

Distribution System Leaks: NWS reported that the small leak in the standpipe at 1090 is too insignificant to fix.

### *Cummins Generators*

No faults or other issues with the generators since the last report. The generators continue to perform a weekly test run for 15 minutes on Mondays. In April a remote tank monitor that monitors the fuel level was installed on the propane tank in the Water Tank compound. This still needs to be done on the propane tank at Well House 1.

### *Service Meters Reading*

NWS read the service meters for Q1 2022 at the end of March. Distribution System Leakage (DSL) at 11.2 percent for the quarter was higher than expected. It should be rechecked after the Q2 service meters reading at the end of June. Several customer leaks required follow up. No high usage reminders were sent out for Q1.

### *Water Quality Testing*

The March and April coliform tests were negative.

Testing planned for the next reporting period includes monthly coliform tests and nitrate tests in June at all three wells.

### *Northwest Water Systems (NWS) Work*

An NWS field technician made site visits in March, April, and May 2022. No issues were reported. The field technician checks our water system monthly.

In May NWS flushed the water mains. According to their email report, all went well and there were no issues with any of the standpipes they used during the flushing except for being unable to locate the valve for the fire standpipe at 1344.

The NWS staff wrote the 2021 Consumer Confidence Report and the 2021 Water Use Efficiency Report.

### *Water Commissioner*

Made weekly checks of the well houses and recorded well production readings.

Made weekly checks of the generators, noting hours run, engine coolant temp, and any faults.

Monitored the NWS invoices to ensure the charges are correct. Reviewed and filed the NWS monthly site visit reports.

Worked with the tenants at 1344 to uncover the valve that controls the fire standpipe there. They did a great job.

Helped Patty Mayer locate a few hard-to-find water meters so house numbers can be added to the water boxes. This project, which is being done by Patty and Don, is almost complete and will be a big help in future service meter readings.

Sent out 11 additional training assignments to Board members designed to provide background information needed for future management of the water system. When complete, the training assignments will be consolidated in a Word file for printing.

Provided comments on the 2021 Consumer Confidence Report and 2021 Water Use Efficiency Report to NWS. These reports are ready for distribution. Distribution of the CCR is especially important because without distribution the certification form cannot be sent in.

The Water System Library files will be made available to the Board on a thumb drive instead of being shared via Dropbox due to the size of the library and the fact that not every Board member needs every file.

Wrote a Water budget for 2023 and provided it as an input to the budget process.

Worked with Cedcore during their site visit in May to help clarify the Water-related entries.

Met with NWS on contract expectations in April. Both Patty and Diane attended. No specifics came out of this meeting other than a proposal by NWS to develop a Small Water System Management Program (SWSMP) for Treasure Island. We have a good working relationship with NWS.

#### *Next Reporting Period*

*Note: By the end of the next reporting period, there will be a new Water Commissioner. These tasks are suggestions to the new Commissioner.*

Follow up on the Q2 service meter readings to note any customer leaks, other high usage situations, and DSL issues.

Work with NWS on providing a plan to replace all three well house pumps. A draft plan was received in March. It needs more details.

Task NWS to restart the now-dormant cross-connection program.

Work with the Board to decide if TICC will approve the NWS proposal to develop an SWSMP for Treasure Island. This work can be done in 2023.

Arrange for Triangle Pump or NWS to fix a small drip leak in booster pump 1. The leak was originally fixed in January but has reappeared. Triangle has not responded to several requests to fix it.

Work with the website team to consolidate and update the Water pages on the TICC web site.

Write up a water service handout for new members. (After website update)