

## TREASURE ISLAND COUNTRY CLUB

**MINUTES OF THE BOARD OF TRUSTEES REGULAR BOARD MEETING held April 16, 2016**, at the Grapeview Firehall/Horton Community Center, 4350 East Grapeview Loop Road, Grapeview, WA. The meeting was opened at 9:00 AM by President David Madson and attended by Commissioner Larry Grumme; Roger Hansen and Cheri Swettenam attended by conference telephone; Ken Sanberg and Morina Dustan were absent; member/employee Linda Pryor; and members Kamryn Morgan, Dan Meddaugh, and Tom and Mila Spaulding.

**MOTION** to approve the minutes of the [February 6, 2016 Regular Board meeting](#) was made by Larry Grumme, seconded by Roger Hansen and passed.

GUESTS Kamryn Morgan, Tom Spaulding, and Dan Meddaugh were introduced as members who are interested in serving on the Board of Trustees.

The terms for three Trustees are expiring this July (David Madson, Larry Grumme, and Morina Dustan). In addition, there is a vacant position currently open and Roger will be resigning from his position in July, leaving two positions (both expiring in 2018) that the Board will fill by appointment as per the bylaws. The Trustees will be appointing a member to fill the position that is currently vacant at the May Board meeting. The interested members present were asked to individually meet with the Trustees informally before the May meeting to share their background information and level of interest.

It was noted that Roger had planned to resign as of April 15th, but agreed to stay on until the Annual Meeting is held.

### FINANCIAL REPORTS

Secretary/Treasurer Roger Hansen reported that as of February 9th the total balance of all ten bank accounts was \$XXXXXX and the loan balance was \$XXXXXXX (Details available upon request). • He noted two accounts that are delinquent on quarterly payments for the special assessment have been submitted to the Association's attorney for collection action. • Roger reported the CPA, Larry Hurley, submitted a draft of the 2015 Financial Review; copies of the report were provided for the Trustees review. **MOTION** to authorize Roger to accept the finalized Financial Review with incorporation of the CPA's comments was made by Larry Grumme, seconded by David Madson and passed. A copy of the finalized Financial Review will be submitted to Mutual of Omaha Bank by April 30th as required by the loan documents. It was noted that a copy of the final Financial Review will be available to members upon request. • The Cash Flow Report dated February 1, 2016 through March 31, 2016, and the Budget and Actual Expense Report for July 1, 2015 through March 31, 2016 were presented. **MOTION** to approve the Financial Reports in their entirety was made by Larry Grumme, seconded by David Madson and passed. • The Preliminary Budget for July 1, 2016 to June 30, 2017 was reviewed and discussed.

### COMMISSIONER REPORTS

**WATER** - Commissioner Larry Grumme distributed and reviewed a written report prepared by the Water Operations Manager, Daryl Axelson. The coliform tests for February, March, and April were negative. • Water usage in February was higher than last year with 415,000 gallons pumped; usage in March was also higher than last year with 424,038 gallons pumped. Total production for this year so far is 1,338,420 gallons or 4.1 acre feet. • The service meters were read on April 1st for the first quarter of this year. At the same time, maintenance items related to the service meter boxes were identified. • Two meters were installed in February and one was installed in March. A total of 220 meters have been completed and four meters remain to be installed. • The Department of Health's revised Total Coliform Rule (RTCR) replaced the Total Coliform Rule on April 1, 2016. Rod Wilkinson is working on our revised Coliform Monitoring Plan to incorporate the new requirements. • Maintenance tasks completed in March and April included repairing and rebuilding Sample station #2 and maintenance was performed on service meter boxes.

Larry Grumme reported Gray & Osborne submitted a draft of their preliminary design for the retrofit project to make improvements to the reservoir that would make it more stable in an earthquake. Their recommendations included placing 16 evenly placed vertical stiffener plates up the sides of the reservoir to prevent buckling, building a concrete ring around the reservoir outside of the current foundation, and adding 16 anchor bolts to tie the reservoir to the new foundation. The engineer's estimate to complete this project was \$380,000.00, which was much higher than anticipated. Board members attended a meeting with the engineers on February 18th to hear their presentation and discuss options for moving forward.

A more cost effective option was discussed and favored by the Trustees. This option involves lowering the water level in the reservoir to reduce the seismic instability. The engineers calculated that the water depth could be lowered from its current 60 feet to approximately 29 feet and still provide sufficient storage. This would eliminate the need for the steel plates, the concrete ring and anchor bolts. However, lowering the water level will decrease the system pressure to about 13 pounds per square inch (psi) so a booster pump will be needed to increase the water pressure. The pump would increase the minimum pressure to 50psi; residences at lower elevations would have about 80 psi. A backup generator would also be needed to maintain water pressure and the ability to pump water from the wells during power outages.

In lieu of finishing the seismic retrofit design, the Trustees requested a cost proposal from the engineers for a predesign report for the booster pump option. Gray & Osborne submitted the proposal for a predesign report and a 30 percent design that will be submitted to Health Department for approval and will be sufficient for the Association to obtain preliminary construction costs from local contractors. Funds for this predesign report are available within the remaining budget approved by the membership last July for engineering. **MOTION** to accept the proposal to utilize the \$23,000.00 remaining in the seismic design budget and to give Larry the authorization to proceed with Gray & Osborne subject to a meeting with the Water System Superintendent and Manager (Skip Beahm and Daryl Axelson) to get their opinion on this change of direction was made by Roger Hansen, seconded by David Madson and passed.

BRIDGE – Commissioner Roger Hansen requested that arrangements be made with the maintenance employee to pressure wash the south side of the bridge to remove the moss along the railing. .

ROADS – Commissioner Morina Dustan absent. No report.

DOCK – Commissioner Ken Sanberg absent. No report.

BEACH – Commissioner Cheri Swettenam thanked employee Rick Buran and volunteer David Madson for installing the metal roofing on the picnic shelter. She reported bad timbers on the picnic table tops were previously replaced by Tom Swettenam and noted plans to scrape the paint from the benches and replace boards if needed before repainting. A work party may be organized for this project.

SECURITY – Commissioner David Madson reported the web cam that was accessible through a link on the website stopped working a while ago. The camera was irreparable; a used camera was recently purchased to replace it and is in the process of being installed.

#### NEW BUSINESS

The Trustees reviewed a list of the items they are currently working on with intentions of being ready to present them for voting by the membership at the Annual Membership Meeting. All items are in various stages of research. The list includes:

- Water System Upgrades (seismic purposes)
- Security Guard Services
- Security Surveillance Camera Upgrades
- Homeowner Association Management
- Revised Rules and Regulations
- Reserve Fund Expenses

The Trustees were previously provided with the revised Rules & Regulations as drafted by the Committee. Following their review, comments were submitted to Larry Grumme. Larry has incorporated all the comments and will be sending the revised document to the Trustees by email for one more review. **MOTION** that Larry send the draft with comments incorporated to the Trustees with a three day time limit to review and respond with comments. Larry will incorporate additional comments received and submit the final draft to the Association's attorney for review no later than April 25th, made by Roger Hansen, seconded by Cheri Swettenam and passed.

At the February Board meeting, Larry distributed a copy of the schedule from the Reserve Study indicating expenses projected for 2017. He requested that any comments be sent to him as soon as possible; he will be submitting comments to Cedcore next week for this year's Reserve Study update.

#### ADJOURNMENT

David Madson adjourned the meeting at 10:40 AM.

Written by Linda Pryor/Executive Secretary

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