

**Carlyon Beach Homeowners Association
Minutes of the Board Meeting
Tuesday, March 25, 2025
@ 6:00 PM – CBHA Clubhouse & Zoom**

Board Members Present: Kiffani Iverson, Barbara Quick, Dianne Bradford, Sandra Marsh, David Malaspino, Richard Allard, Chuck Thrap

Absent: None

Vantage Management: Mike Haskett

Call to Order: Kiffani called the meeting to order at 6:00 PM.

Flag Salute: The Board led those in attendance to recite the flag salute.

Special Guest - Presentation of Water Meter Proposal: Futureclear Environmental, who currently manages the water system and sewage treatment plant, presented a proposal to the Board on a plan of action to implement and manage the remaining water meters and establish a meter reading process and billing structure. They presented a proposed timeline and their proposed cost of \$158,000/year. They compared their costs to hiring third party vendors and showed they were significantly less. The Board thanked their guest for their presentation and attendance.

Richard motioned to approve Futureclear's proposal contingent upon control language being added as an addendum. Barb seconded; the motion passed with 4 ayes and 3 nays.

Member Comments: A homeowner thanked the Board for all of their hard work and appreciated them not kicking the maintenance can down the road on projects. They requested the maintenance crew please drive the speed limit and not drive vehicles off the paved roads. The Board will discuss the complaint with staff.

A homeowner had concerns on the tree removal in the park and memorial garden. They requested the Board consider the health of trees before they are removed.

A homeowner pointed out the stumps of removed trees are still present. Dave confirmed it was scheduled to grind the stump when the weather improves.

A homeowner requested that the Board consider the views of neighboring homes when considering any tree replanting.

A homeowner requested the removed tree by the park bench would have a replacement put in.

Meeting Minutes: The Board reviewed the February Minutes. **Barb motioned to approve the minutes with no corrections. Dianne seconded; the motion passed unanimously.**

Treasurer's Report: Kiffani presented the February financial summary. A copy of the report will be added to the website for owners to review.

Committee Reports:

President's Report: Kiffani reported that she is moving on Friday and will be working on a transition plan for the Board in April. Kiffani offered her closing thoughts that the Board members and committee volunteers work very hard for the community and donate a lot of time and she hopes that continues with future Board members and volunteers. Kiffani reminded everyone that candidate applications for the Board are due April 2nd.

Architecture Report: David reported that the committee is dealing with three applications for fencing.

Marina: Chuck reported that the insurance claim for the sealion damage was denied by Liberty Mutual. Chuck suggested that the Board consider following up with an attorney or the insurance commission. Bids for the repairs have been received and permanent solutions for future sealion issues are being investigated.

Parks & Rec: Sandy reported that the committee is still exploring door replacement bids and is also looking at bids for the roof. The kayak racks have been completed and are looking much better.

Roads & Stormwater: David reported that the paving budget for next year is being looked at and additional speed bumps will be budgeted for.

Water & Wastewater: Richard reported that the water system approval is in process at the final stages. An owner mentioned that COWAs would not be issued even after the approval and the Board requested information on why this claim was being made.

Management: Mike reported on items currently in process. He will contact the insurance broker requesting information on the coverage denial and request copies of prior year policies for analysis. He will be working on a new draft of a complaint form for the Board to review. He will start to compile the annual meeting mailing material and reported the budget should be finalized in 2-3 weeks.

New Business: **Dianne motioned to approve reimbursement to Sharon Harris for her work supporting the monthly employee luncheons for the past 10 months to total \$525.00. Richard seconded; the motion passed unanimously.**

Dianne motioned to approve the bid from Association Reserves for the Reserve Study. Barb seconded; the motion passed unanimously.

Richard motioned to approve the proposal from American Pump for the purchase and installation of the propane generator for Well 2. No one seconded; the motion failed.

Dianne motioned to approve the proposal from Reliable Electric for the purchase and installation of the propane generator for Well 2 contingent on information from Reliable on if they are Kohler certified for maintenance and what the maintenance budget costs would be. Sandy seconded; the motion passed with 6 ayes and 1 nay.

Old Business: No updates at this time.

Executive Session: The Board thanked everyone for attending and announced they would proceed into executive session to discuss any sensitive legal, financial, or HR matters. **Dianne motioned to move from regular session into executive session. Sandy seconded; the motion passed unanimously.**

The Board finished their discussion in executive session. **Dianne motioned to close executive session and move back into regular session. Sandy seconded; the motion passed unanimously.**

From the Board's discussion in executive session, there were no votes or decisions made.

Adjournment: **Dianne motioned to adjourn the meeting at 8:35 PM. Sandy seconded; motion passed unanimously.**

Respectfully submitted,
Mike Haskett, Association Manager

CBHA Board Motions 250325Results 03/25/2025

Board Members attending and proxies: Kiffani Iverson, Barbra Quick, Dianne Bradford, Sandra Marsh, Richard Allard, David Malaspino, Chuck Thrap

All motions must be proposed by a Board Member, seconded, and discussed before a vote is called.

Motion Type: Architectural (ACR); Financial (FIN); Compliance (CMP); Legal (LGL); Maintenance (MNT); Member (MBR); Policy (POL); Other (OTH)

Motion Status: Passed (PD); Failed (FD); Tabled (TD); Withdrawn (WD); Ratified (RD)

#	TYPE	MOTION	STATUS	NOTES
1	MNT	Approve Water Meter Proposal from Futureclear Environmental with an addendum regarding controls to be included	PD 4-3	
2	OTH	Approve February 2025 meeting minutes	PD 7-0	Approved with no corrections
3	FIN	Approve reimbursement to Sharon Harris for employee luncheons for past 10 months for \$525.00	PD 7-0	
4	OTH	Approve proposal from Association Reserves for the Reserve Study	PD 7-0	
5	MNT	Approve the proposal from American Pump for the purchase and installation of the propane generator for Well 2	FD 1-6	There was no second on this motion
6	MNT	Approve the proposal from Reliable Electric for the purchase and installation of the propane generator for Well 2 contingent on information from Reliable on if they are Kohler certified for maintenance and what the maintenance budget costs would be	PD 6-1	
7	OTH	Approve moving from regular session into executive session	PD 7-0	
8	OTH	Approve closing executive session and returning to regular session	PD 7-0	
9	OTH	Approve adjourning the meeting	PD 7-0	