

Carlyon Beach Homeowners Association
Board Meeting Minutes
March 22, 2022

Present: Lisa Krupp, Sandi Allen, Stan Harris, Marv Harris, Barb Quick, Pat Olive

I. Meeting called to order at 6:00 pm by Lisa Krupp, Marv leading the Flag Salute

Motion 1: Sandi moved to excuse Bill Allen from the meeting. Pat seconded. Approved 6-0

II. Member Comments

Kristina Ramsey & Carol Skinner attended but had no comments.

III. Approval of Minutes for February 22, 2022

Motion 2: Barb moved to approve the minutes from the meeting on February 22, 2022. Marv seconded. Approved 6-0

IV. Treasurer's Report

In Bill's absence Lisa discussed the financial pages. See attached report from Bill.

V. Trustee Reports

a. President

Lisa restated the need for an increase to the General Fund and the Capital Funds budget for next year.

The manager search continues as the Committee analyzes resumes. Candidates that are under consideration will be interviewed by the Committee, and if they still seem like a good fit, they will be interviewed by the board. Final approval of an individual would happen at a regular board meeting.

b. Roads and Storm Water

Marv has his list of areas for asphalt this year, but the final decision will depend on the funds available. For this reason, the areas to be done cannot be finalized until after the Annual Meeting and the approval of the budget.

c. Parks and Recreation

Barb reported on her meeting with the Parks Committee. They have discussed a Park Host for Summer Weekends, maybe for a college student, though the cost is a factor. They've discussed if it could be a volunteer position, with the right person. The main focus is Memorial Day weekend, 4th of July weekend, and Labor Day weekend, though hot & sunny weekends can also be problematic.

Barb and Stan talked about adding more temporary support to the Wanigan to keep it safely stabilized until permits are in place for full repairs.

Barb had a message from the garden group asking if they could buy a new lock for garden area as the old one was becoming difficult to use. They were given permission to replace it, and to share access information with the office.

d. Water and Wastewater

Pat updated the information on the Water Capacity Study & other water/wastewater issues. The Department working on our Water Capacity Study is normally a department of 6, but only 3 employees are now available to handle the workload.

Well #1 has a lot of sand in the water, in fact sand has even made it into the Water Tower. Even with the work done to the Jolly Drainway to allow purging the system, sand continues to work its way further out in the system. The cameras put down during the last work showed a crack at approximately 105 ft to 108 ft, that may need a sleeve to repair. Marv asked about baling the well to remove sand for a few years, and Pat invited Marv to discuss this further with John for more information on that.

Well #2 is working well at this time. Wastewater at the Treatment Plant is increasing with more heavy pump days of over 35 pumps happening. Some days are over 40. Water conservation by members is always very good idea, along with repairing any rain leaks that force extra pumps in the wet weather.

e. Marina

Sandi stated Bob McConkey was scheduled for a walk-around of the marina to address concerns raised by boaters and problems raised by the King Tides.

f. Architecture

Since Bill was not in attendance, Lisa reported she'd heard from the Architecture Committee that a house on Crestridge was doing weekend work to try to skirt the approval process for the potential build. The work was stopped.

g. Compliance

Stan reported his Compliance Committee identified approximately 35 homes in an unsightly state. 10 were chosen randomly to receive informational letters about the importance of following the stated rules, and what needed to be done. Frequently informational letters are enough to shed light on a problem that the owner then corrects without further issue.

VI. New Business

a. By-Law Proposals

One By-Law proposal from a member required the board to formulate a statement for the packet. The board approved the written response for the packet.

b. Open Invitations for Group Events

A member's tenant has placed open invitations to entire sites on Facebook, Steamboat Social Club, and others, inviting them to "just get a parking permit from the office." The member uses a rental agency to handle tenants, but they were again informed the responsibility still rests on them as owners to make sure tenants understand what's expected.

Owners present and in good standing can arrange to acquire 1-days passes for a reasonable number of cars for special events like reunions, family picnics, clubhouse rental events. Tenants are given 1 guest pass so they can invite friends to join them at the park for a barbeque or a swim, and we want them to feel welcome. They do not get full membership rights, though. For large events by a member, the member must be present, must pre-arrange additional parking permits, and can only be given as many as reasonable for a given day. We only have 42 parking spaces for 600+ owners (and their tenants) to use for access to the park. The parking permits were put in place to keep our private parks available for members.

VII. Unfinished Business

a. Wanigan Repairs

Stan said he and Ted Cohen will present their updated design plan to the County in the next couple days.

b. Manager Search Progress

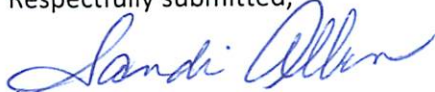
This was covered by Lisa in her President's report, above.

VIII. Executive Session

No Executive Session needed

IX. Motion 3: Pat moved to adjourn the meeting at 7:43 p.m. Barb seconded. Approved 6-0

Respectfully submitted,



Sandi Allen

CBHA Secretary and Marina Trustee

Carlyon Beach Homeowners Association
Treasurer Report

March 2022

To: Homeowners and Trustees

Highlights:

Balances are represented as of February 2022

Your board is working diligently on budgets for this next year. Whether it is covid or “cost of living”, we are finding that everything from replacement items to supplies is taking proportionally more funds than one would expect in a typical year. Being mindful of this is fundamental to avoiding expense overages that would cause us to “react”.

We are proposing to modestly increase the dues for this next year. A \$5.00/month increase in dues provides about \$42,000 in increased revenue. Supplies and contracted services will be higher and could negatively impact our estimates unless we carefully run the numbers on a forward-thinking estimate.

Without dues increase to the capital assessment our proposed budget for non-planned expenses is about \$8,000. This is not enough wiggle room to allow for the unexpected. The dues increase would allow about \$50,000 for unexpected capital expenses or savings. Our proposed capital budget includes a vehicle replacement and repairs to the Wanigan.

Balance sheet as of February 2022:

ASSETS:

Operating Funds	\$410,912.11
DNR Security Deposits	
Marina lease	\$ 13,275.57
Sewer outfall lease	1,511.45
Total	\$ 14,787.02
Capital Funds (combined)	\$ 445,282.11
Total Liquid Assets (Cash)	\$ 871,081.24
Total Current Assets (A/R etc)	\$ 1.133.302.18
Total Assets:	<u>\$2,071,751.48</u>
LIABILITIES AND EQUITY:	

Liabilities: \$ 110,335.43
Equity: (General, Marina, Sewer) \$ 1,961,416.05

Total Liabilities and Equity: \$ 2,071,751.48

Profit and Loss February 2022: (Accrual basis)

General Fund Income:

\$523,899.41 Budget: \$524,324.00

**Expenses: Contractual Services: \$77,139.97 ytd vs Annual Budget
\$105,250, 73.3% of budget**

**Personnel Services \$191,433.68 ytd vs. 347,885 Ann. Budget,
66.5% of budget**

**Util and Fuel \$27,817.48 ytd vs. \$36,500 Ann. Budget
76.2% of Budget**

**Parts and Supplies ytd 28,473.45 vs. \$14,750 Budget
193.0% of Budget**

Other Expense \$18,390.37 vs. \$19,939 92.2% of Budget

Total Expense July-Feb: 343,254.95 (65.5% of budget)

Marina Fund:

Income \$57,675.00 Budget 59,146.00 (97.5% of budget)

Expense: \$ 6721.27 (11.3% of annual)

Net Income: \$50,954.23

Sewer Fund:

Income \$206,109 Annual Budget \$287,500

Expense \$209,770.57 (73.0% of budget)

Net Income: (Total Income less total expense) \$ (3661.)

Respectfully submitted

**William A Allen
Treasurer**

CBHA Water and Wastewater report

March 22, 2022

Water –

I received a number of calls about the letter that went out to empty lot owners regarding our inability to approve water connections until our water capacity study has been evaluated by the DOH. I contacted the Engineer assigned to our case and they informed me that the earliest we might hear back from them about their decision to increase the number of water connections would be mid-April. I hope to report good news at our next meeting. I will, of course, send out information to the property owners if I receive any news before that time.

Well 1 continues to emit sand. NW Water, the folks that did the water capacity study, would like to investigate the issue more thoroughly and look at what options we might have to remedy the problem. John Krenik also spoke to some people about this issue when he was at the water conference last month. The crew has been working on expanding the well house in preparation for further work on the well. Well 2 seems to be working at this time.

Wastewater –

There have been some pretty heavy pump days over the last month. Dallas has helped out about one or two hours a week. We are still trying to get a person in the neighborhood trained to help in an emergency. I will keep you posted. There was more work in the fuel tank at the WWTP and we may need to replace the emergency generator in the near future.