

**Carlyon Beach Homeowners Association
Board Meeting Minutes
May 26, 2020**

Present: Matt Barnhart, Sandi Allen, Jeremy Madden, Dick Morton, Lisa Krupp

I. Call to order at 7:00 by Matt Barnhart

II. Flag salute

III. Member Comments

a. Linda Bremer commented that the park was not crowded over the Memorial Day weekend which was a relief after the crowds on Mother's Day weekend.

IV. Approval of Minutes

Motion 1. Sandi moved to approve the minutes of the April 28, 2020 and May 14, 2020 Board meetings. Seconded by Jeremy. Approved 5-0

V. Treasurer Report

(see attached report)

VI. Committee and Board Reports

- a. **President's Report:** Matt has been speaking with members about a variety of issues and mentioned that the HOA cannot impose penalties due to the Governor's orders.
- b. **Roads and Stormwater:** Nothing new to report on roads. Jeremy mentioned potholes on Westwind which Marv can take a look at when he is meeting with Jimini this summer.
- c. **Water and Wastewater:** The new climate control unit in the wastewater treatment plant is being installed. Parts needed to get SBR2 functioning have not arrived yet. Brian Gibson explained to Jeremy that for the time being, our plant is grandfathered in and not expected to meet new requirements. No results have been received on the samples sent to Florida to determine if Covid-19 can be detected in the community treatment plant.
- d. **Marina:** Sandi explained that everything listed on the permit application to DNR has been approved. The next step will be to gain approval from Department of Fish and Wildlife, Thurston County and the US Army Corps of Engineers.

- e. **Architecture:** No report
- f. **Parks and Recreation:** Jeremy commented that the baby swing on the playground equipment is in need of repair and it may be time to purchase new equipment.

Motion 2. Dick moved that a study be conducted by the Board to determine what playground structure could be purchased at a cost not to exceed \$20,000. Seconded by Sandi. Approved 5-0

VII. New Business

- a. **2321 Crestridge** The owner of this property would like to quit claim this lot to CBHA in exchange for relief from the past due account of over \$7,000.

Motion 3. Dick moved to accept the offer of the owner of 2321 Crestridge and acquire this lot if it is free and clear. Seconded by Sandi. Approved 5-0

- b. **4th of July** It has been suggested that signs be posted stating the restrictions imposed by the governor's phased reopening regarding social gatherings. CBHA is not hosting any events on the 4th. Security will be provided as usual with the addition of a security guard at the boat ramp. The entrance on Westwind will be locked as usual.

- c. **Reserve Study**

Motion 4. Lisa moved to accept the draft of the Reserve Study prepared by Reserve Consultants and request the final draft. Seconded by Sandi. Approved 5-0

- d. **By law changes and advisory questions** No one in the community has submitted proposed by law changes. A reminder will be posted. The deadline to submit proposals is July 31. Skip is being consulted on wording regarding LLCs.
- e. **Review of Security over Memorial Day weekend** A security guard was employed on Friday-Monday. He reported to Jeremy that he had turned away a few cars each day, but due to weather, it was a relatively quiet weekend.

VIII. Unfinished Business

None

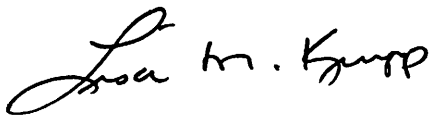
Motion 5. At 7:50, Dick moved to go into executive session for the purpose of discussing personnel for not more than 1 hour. Seconded by Jeremy. Approved 5-0

**Motion 6. At 8:10, Dick moved to return to open session. Seconded by Jeremy.
Approved 5-0**

**Motion 7. Dick moved to offer Dallas a permanent position at a wage of \$16/hour
effective at the beginning of the next pay period. Seconded by Jeremy.
Approved 5-0**

Motion 8. Sandi moved to adjourn at 8:15. Seconded by Jeremy. Approved 5-0

Submitted by

A handwritten signature in black ink that reads "Lisa M. Krupp". The signature is written in a cursive style with a large initial "L".

**Lisa Krupp
CBHA Secretary/Treasurer**

**Treasurer's Report
May 26, 2020**

I. Balance Sheet as of April 30, 2020

Operating Funds

General	\$192,303
Marina	\$134,340
Sewer	\$ 6,019

Total **\$332,663**

Pledged funds

Marina lease	\$13,268
Sewer outfall lease	\$ 1,510
Stormwater filters	\$36,631
Water supplies	\$11,112

Total **\$ 62,523**

Capital Funds (combined)

Total **\$554,029**

Total Cash **\$949,317**

II. Profit and Loss Budget vs. Actual Accrual Basis July through April 30, 2020

General fund: The end of April is 83% though the fiscal year. Overall expenses in the general fund are at 75% of the budgeted amount. Parts and Supplies is the only area of the budget that is higher than expected at this time. Personnel Services is the largest budget category. Currently, expenses in that category are 72% of the budgeted amount.

Marina Fund: Expenditures in the Marina fund have been minimal while waiting for the permits to be approved for major improvements.

Sewer Fund: Overall expenses in the sewer fund are on budget at 80%. Currently, the income to the sewer fund is a little less than budgeted, so the fund does show expenses over income by \$2,839.

Capital Funds (Combined): There have been no recent expenditures from the capital funds. Total expenditures in this fiscal year are \$124,953.