

## **RIIA BOARD MEETING MINUTES**

**February 18, 2013**

The meeting was called to order at 7:03 PM at All Saints Center on Raft Island by President, Rich Swenson.

**Board Attending:** Rich Swenson, President, Anne Scea, Treasurer, Sarah Brown, Secretary, Trustees: Jud Morris, Trish Burnett, Mike Hirko, David Paly, RJ West, **Absent:** Charlotte Crain, VP, John Rosendahl, Trustee.

**Members Attending:** Tom Straub, Jim Cushing

**Approval of Minutes:** Minutes of 1/21/13 board meeting were approved as corrected.

**Request to Add Agenda Items:** None

**Bridge Update:** Roger Hanson, Owner Representative, emailed the Board a bridge progress report (attached). There was a brief discussion of the report.

- **Bridge Repair:** Meetings have been held with the Fire Department and Pierce County by Roger and Exeltech in which permits have been secured for the needed repairs. Bid packages went out to contractors: there were three bids and Watersmith was awarded the contract. Onsite repair work to start the week of 2/18 with anticipated completion the week of 3/11. Because the lowest bid cost was greater than the \$75,000 authorized at the previous board meeting, Trish made a motion, seconded by Anne, that we increase the approved cost of repair to \$85,000. The motion was passed. Contracts for Watersmith and Exeltech for the bridge repair have been reviewed by our attorney and Trish moved to approve. The motion was seconded by RJ and passed.
- **Bridge Replacement:** Roger and Exeltech have met with National Marine Fisheries and US Fish and Wildlife representatives regarding the impact of pile driving and water work windows and have reported positive responses from both agencies. In addition there was a pre-submittal review meeting with the US Army Corp of Engineers. Geo Engineers have completed the soil borings and engineering will start after the ongoing field study work and initial geotech information becomes available. Bids for the construction work should go out in May with construction starting in late October. There was discussion of the design process and whether or not we would have to acquire property. Roger and Exeltech will bring us the options and some direction during this process.
- **Raft Island To Do Item:** Rich Swenson led a brief discussion about the viability of future bridge work on private tideland properties. He said we need confirmation of whether we can move and anchor barges/equipment in the tideland area. We should be able to request removal of boats currently moored on buoys in the usable area if necessary.

**Treasurer's Report:** Treasurer's reports as of February 14, 2013 (attached) were emailed to Board members prior to the meeting. Anne Scea, Treasurer, presented a draft of the budget for fiscal year ending June 30, 2014. The budget committee, consisting of Monika Butler, chair, Anne Scea and RJ West have met and prepared a budget with increases in the capital fund for dock and tennis court repairs and in the operating fund for office expenses but decreases for bridge maintenance/repair (repair occurring during this fiscal year) and a reserve study which will not be necessary as it also was completed this year. A bridge inspection may not be necessary next year – we will ask Roger Hanson to waive. RJ moved that the proposed budget be approved, Jud seconded and it was passed.

A motion was made by Sarah Brown to write off unpaid dues of \$238.22 owed by Lot #185 due to a bankruptcy claim made by the lot owner in April of 2011. This motion, which is necessary to complete our records, was seconded and passed.

Anne proposed that we account for “reserves” in our future budgets, after 2016, when the Bridge Replacement Fund expires. She suggested we calculate one dues amount per year, with annual reserves being determined by the Board.

**Manager's Report:** Manager's report was discussed, including our collections policy.

- We currently have 17 lots which are seriously delinquent – more than two months behind. Should we decide to pursue a judgment or foreclosure on these properties or property owners, how would we proceed? Which ones are actionable? And what would it cost to research probable outcomes? We reviewed a recent email in which Juanita and a local foreclosure attorney offered information. We decided it was important to look at each delinquent property owner to determine the best course forward. We'll discuss further at the next meeting.
- Discussion was held on implementing a policy of document search fees to charge members for the cost of searching and copying documents. Searches can take large amounts of time and duplication of records can be costly. Mike, Dave, Jim Cushing and RJ added information to the discussion and RJ produced a copy of what her office charges for these services. We will table this discussion of what would be reasonable until we have discussed it with Juanita.
- Our records retention policy was also tabled for a future agenda when Charlotte Crain and Gene Barkin can be present.

**Old Business:** A brief discussion was held on our proposed **By-law and CC&R changes**. RJ reminded us that we previously decided to make only those changes required by our lenders. We will follow that decision this year. However, we should investigate possible future changes to eliminate discrepancies, make sure our rules are optimized for the ability to collect past due amounts and possibly draft wording, similar to Treasure Island, to ensure our ability to collect past due amounts upon foreclosure

**Committee Reports:**

- **Parks and Recreation:** Chair still needed. Regarding the **South Beach dock repair** – we agreed to approve up to \$1800 for materials needed for the repair. Tom Straub and other helpful Island members will provide the labor needed for the repairs which will take place soon, weather permitting. It was also agreed to postpone the **tennis court repair** until next fiscal year as we have no cash in the current budget for this project.
- Reports from **Roads, Security, Emergency preparedness** committees will be tabled until next meeting as these chair persons were not present.

There being no further business, the meeting was adjourned at 8:25 PM.

Respectfully submitted, Sarah Brown, Secretary