

RIIA BOARD MEETING MINUTES  
**August 19, 2013; South Beach Raft Island**

The meeting was called to order at 7:01 PM at South Beach Park on Raft Island by President, Charlotte Crain.

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

**Members Attending:** Island residents Scott Wood, Mike Neil, Tom Straub and Doug Van Doren. Bridge Owner-Representative Roger Hansen was also present.

**Request to Add Agenda Items:** As two public meetings on our bridge replacement project have been scheduled by Pierce County within the next month (8/28 and 9/11), it was suggested we have a plan to attend those meetings. Roger Hansen and Karl Kirker of Exeltech will be present at those meetings, along with their environmental representative.

**Approval of Minutes:** Minutes for the July 15th, 2013 Board meeting were approved with one correction. Minutes for the August 12, 2013 Special meeting called to vote for Phase III of the project will be approved by the Island membership as a whole at the next annual meeting. The former will be posted on the website and a draft version of the latter will also be posted.

**Bridge Update:** Roger Hansen led a discussion of the bridge project and passed out copies of the Project Budget. (He also passed out a few copies of the draft Construction Contract. This tome will be reviewed by our construction attorney.) Roger discussed the WSST (sales tax) discrepancy between original calculations and Quigg Bros calculations of the utility relocation tax. The correct tax is 7.9% on this type of rural project for both labor and materials. Another discrepancy is with (electric company) PSE's latest estimate of their cost, about 100K over the amount we used in the previous budget. Adding their new number would increase our total overall budget to \$6,763,994. This is still within our parameters. The number could be less if PSE comes down. Roger said that though some contingencies will be decided later, (such as how utility lines will be placed) he wants the contractors' numbers up front.

Anne Scea, Treasurer, said that though the exact numbers won't be known until the end, the range we gave members is good. We should post the latest budget on the website. Rich said we should consider completing the purchase of the permanent easements as soon as possible. Trish Burnett moved and Mike Hirko seconded a motion to finalize the easement purchase from property owner, Diane Olsen. The motion passed. Charlotte said the four loan documents we were required to sign for USDA should have been received by Bruce Whittle by now -- she'll send him an email to verify.

**FEMA Mitigation Plan Presentation:** Doug Van Doren, Emergency Preparedness Chair, gave a presentation outlined by FEMA regarding Raft Island's Mitigation Plan. The plan is designed to minimize the effects of any natural disaster and to make us eligible to apply for federal funds in the event we experience a disaster. We currently have a formal plan which must be updated every five years -- our updated plan is due in November.

**Treasurer's Report:** Treasurer's reports as of August 14, 2013 were emailed to Board members prior to the meeting. Anne discussed the reports. There was a question about the 'Budget vs. Actuals' report which reflected both Bridge Replacement Fund expenses and working expenses, thus skewing the overall comparison of income vs expenses. It was requested that she split out the BRF assessment and general fund expense numbers. Anne will provide two separate reports and send them to the Board.

**Manager's Report:** Charlotte led a discussion of the Manager's report by Juanita Carbaugh, Island Mgr. There was discussion of a letter from the lot owner of lots 211,213, and 215 asking for a discount on the delinquent money's owed (waive fees). They haven't paid dues in three or four years. We considered and discussed the request and considering the history of their cooperation, the Board agreed to decline the request. Four delinquent owners names were sent to David Britton, Attny, for review. Lot 78, in a foreclosure situation, will pay all back dues in full -- in this situation the President made a decision to waive fees. Lot 79 owner has sold the house and will pay back dues. We'll start the process of judgments or foreclosures on recently reviewed accounts.

**Committee Reports:**

**Security:** Mike Neil, Security Chair, reports that we have hired deputies for South Beach for two shifts only -- there hasn't been a significant need for deputy's presence this summer: the optimum weather/tides/weekends conditions have resulted in fewer problems and/or confrontations than in the past.

**Parks and Recreation:** Mike Neil, Acting Chair, said that it's been reported that a couple of trees on our North Beach property may need to be felled because they have grown too big for the space -- something we can do ourselves. Also, weather preservation is needed on wooden stairs/tables. He will check out the trees and the prices for wood preservation materials.

**Roads:** Scott Woods, Chair, and Tom Straub report that a few potholes that exist will be filled. There are some drainage problems on Madrona that should be fixed and some leaning trees that should be trimmed or felled. They'll investigate and report back.

**New Business:** Mike Neil would like to investigate any possibilities of providing a walkway across the bridge channel. During the discussion, it was stated that there are currently too many serious problems with such a project and we won't pursue it at this time. However, safety during construction and afterward are subjects we need to deal with.

**Communication: Newsletter:** The newsletter should be drafted and sent out in Sept/Oct. Juanita has requested up-to-date information on each lot owner: valid phone number (land or cell) and email address. We'll send a questionnaire with the Newsletter. **Website:** Charlotte and Gene Barkin have come up with a naming convention to be used for documents for storage. More on this later.

There being no further business and as the light was growing dim in the setting sun, the meeting was adjourned at 8:45 PM.

Respectfully submitted,  
Sarah Brown, Secretary