

RIIA BOARD MEETING MINUTES

April 21, 2014

The meeting was called to order at 7:05 PM by President, Charlotte Crain, at All Saints Center. Introductions were dispensed with.

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

Members Attending: Island members Tom Straub, Jim McReynolds, Doug Van Doren, Dan Fitzgerald, Scott Wood and Joe Carman. Also attending were Bridge Owner-Representative, Roger Hansen and landscaper Kathleen Reader of Bradley Design Group.

Request to add agenda items: Jim McReynolds requested discussion of a survey that went out with the annual meeting package. That subject will be discussed later in the meeting

Member's Request to Address Board: See above.

Approval of Minutes: Minutes of the March 17, 2014, Board meeting were approved as read. Minutes will be posted to the website.

Bridge: Kathleen Reader of Bradley Design Group was introduced by Roger Hansen in order to present landscaping plans for the South Beach entrance and mainland entrance of the new bridge. Our approved contract with bridge contractor, Quigg, contains a landscaping component of \$30,000 for this purpose. However, the intent was to revisit the allowance once we got closer to actually considering a formal landscaping plan. Kathleen, using large drawings, first presented a plan for the mainland side:

- Reshaping the easement purchased from property owner, Diane Olsen, and hydro-seeding and planting the area as required.
- Planting a new shrub area which will be visible once the present bridge is removed.
- Making a compacted walking path down to the water on the west side, perhaps with guard rails, fence, low-maintenance plants as a property divider. Dave Paly suggested considering a walking path through the middle of the subject area instead of at the perimeter.

Secondly, plans for the South Beach side:

- A walkway or "timber trail" under the new bridge, on top of the bulkhead
- A shrub area with picnic table in the area that will be uncovered after removal of the old bridge.
- New car stalls (20' suggested size). Dan Fitzgerald, lot #163, introduced a discussion of the boat launch area. There are concerns about how wide the boat access road and the turnaround area will be. Also, whether a guard rail or curbs

would impede boat launching. We have to balance design, access and permit issues while limiting expenditures.

Roger introduced a report outlining our bridge expenditures so far and his recommendation of what costs, both approved and additional, should be considered by the Board at this time. He described the difficult process by which Exeltech worked with PSE and Pierce County to lower the utility cost (by over \$30K) and recommended we vote on three items: whether to raise the landscaping allowance, whether to upgrade and repair the asphalt roads at the Island entrance of the bridge and whether to give a bonus to Exeltech for a job well done and above expectations.

1. Jud made a motion that we increase the landscaping allowance by the recommended amount (\$27,406). The motion was seconded, discussed and passed with all in favor except Jim Cushing.
2. Rich Swenson made a motion to approve the recommended amount (\$100,735) to extend and restore the asphalt on the three roads leading to the bridge (up to the first speed bumps) which were damaged during construction and to ensure the substructure is adequate to support the roads. The motion passed. Mike Hirko asked if these funds would be considered by USDA as part of their loan.
3. It was decided to table the vote on the bonus to Exeltech until the Board can discuss the matter further. We will ask USDA if the additional approved costs can be funded by our long-term bridge loan.

Kathleen will take our several suggestions – especially those regarding more turning space for boat launching – and revise the landscaping plans accordingly. Roger will discuss with Exeltech and Quigg, reconfiguring the plans vs the cost of doing so.

Treasurer's Report: Treasurer, Anne Scea, was not present but she submitted treasurer's reports by email to Board members on April 14, 2014. Included was an Bridge Outlay Report listing the requests for reimbursement, payments made and remaining balances throughout the process in various categories -- also a funding breakdown of our BRF money and the three USDA loans. The report was briefly discussed.

Jim McReynolds, bridge finance chair, reported the USDA has asked RIIA to obtain ALTA title insurance now and select a local company for escrow services. Ticor and First American quoted and Ticor's quote was much less. The title insurance will cover the full amount and term of the loan. As soon it's issued, and as soon as RIIA knows how much it wants to borrow, USDA-Olympia will assemble a file and submit it to Federal lawyers for review and final instructions. The fed. lawyers take 30 days (board will have RIIA's construction attorney check the documents.) After the whole bridge project is finished and all engineers and agencies have given their final sign-offs, the USDA engineer will review to give his concurrence. He needs 3 weeks advance notice of the date RIIA, its contractors and consultants will have received/given the last of the sign-offs.

Mike Hirko summarized the BRF and General Funds investment reports. Our disbursements out of the BRF now total \$1.55M.

Managers Report: Charlotte reviewed the March 14th report by Juanita Carbaugh, Island Mgr. Juanita reported that our broker has shopped the D&O insurance and found a policy for some \$800 less than we currently have in place. She'll make the change. She will also go back to the market for the bridge insurance once we have completion.

Committee Reports:

Parks and Recreation: No report

Roads: Scott Wood, committee chair, and Joe Corman, Island member (lot #12) discussed the drainage problem and recent flooding involving lots 12 and 14. This problem goes back many years and becomes evident in times of high rainfall, such as we had in April. Rain runoff cascades from lot 154, into 12 and 14 where it eventually settles into a runoff pond on 14. Drains have now been unplugged. Lot 154 will provide a bid on an upgrade to the drainage system. RIIA should repair and fortify the west side of the roadway and install a catch basin. Scott will get two bids on our obligation to fix the road in this area. Also, Scott will proceed with the arrangements to drill out and open ditches throughout the Island as was agreed to at the March meeting. Another drainage and septic system overflow problem at lot #123 has been resolved.

Security: No report. Mike Neil, Chair will get a bid on a security camera for the bridge.

Emergency Preparedness: No report.

Communication: No report

Old Business:

- Regarding the survey on paying the bridge obligation up front that went out with the annual meeting package – none have been returned as yet. We'll see if we get 1 or 2 or as many as 10 lot owners who are interested, then we'll know what to expect.
- Regarding the annual meeting, Rich talked to Ruth Martin about coordinating phone calls, signs on the bridge, a walk around, website and email reminders to the members to vote "yes" on the important "CC&R" change required by USDA.
- We also need to be prepared to have a discussion with the Island at the annual meeting about how to use the left-over BRF funds.

New Business: None.

There was no further business; therefore the meeting was adjourned at 9:25 PM.

Respectively Submitted,
Sarah Brown, Secretary