

**Driftwood Heights Association
Board Meeting Minutes
1/14/2025**

- **Meeting called to order at Camano Library, 6:15 pm.**
- **Present:**
 - President (R Barry)
 - Vice President (S Seymour)
 - Treasurer/Secretary (D Sparks) Not in attendance
 - Operations (M Cona)
 - Grounds & Buildings (L Visser) Not in attendance
 - Water Quality (T Whitcher)
- **Approval of meeting minutes**
 - Dec 17, 2024 Board Meeting
 - Motion by: S Seymour, with the attachment (1) of the Nov monthly report
 - Second by: M Cona.
 - Yea 4 /Nay 0, Motion carried.
- L Roberts- Arbitration process for reimbursement of funds expended before his removal from the Board.
 - a. S Seymour administers meeting
 - b. R Barry will recuse from discussion and vote (only Board member on the Board when the initial request was declined (2022)
 - c. 15 minutes for L Roberts presentation, 15 min board questions
 - d. Thank L Roberts for coming and presenting
 - e. Board will discuss after L Roberts departure, vote, and inform L Roberts of the results
 - f. L Roberts did not attend the meeting
- 1. **Treasurer/Secretary:**
 - Monthly Financial Report:**
 - a. **Dec Account Balances** - gains/losses.
 - Checking Balance = \$77,285.13, change \$1,105.80
 - Money Market Balance = \$281,092.80, change + \$47.57
 - b. **Budget status**
 - See Attachment (1)
 - c. **Significant unplanned incomes/expenses**
 - Listed in Attachment (1)
 - d. **Members in arrears and status of actions**

- 1.) Received Dec 31, 2024 Accounts Receivable balance. Review the printout at the meeting. 4 in arrears, outstanding balance \$ (- \$776.00) not counting the shutoff account.
- 2.) Discussed moving forward with shutoff notices for members in arrears. Board members present unanimously agreed to move forward with notices.

e. Review/Approve Dec 2024 Monthly Financial Report

Motion by: S Seymour,

Second by: T Whitcher.

Yea 4 /Nay 0, Motion carried.

f. Review/Approve Q4 2024 Financial Report

Motion by: S Seymour,

Second by: M Cona.

Yea 4 /Nay 0, Motion carried.

- g.** Sent a \$400.00 Invoice to DH 2 for their share of 2024 well site grounds maintenance. Payment received Jan 13, 2025.

2. Water Quality:

a. Additional December Free Cl- readings have been sent to NW Water Services LLC.

b. Low Free Cl- readings on Jan 1, 2025. Water Quality contacted NW Natural Water Services LLC compliance manager (J Perryman) who immediately directed King Water to investigate and correct. King Water was on site on Jan 2 and corrected the problem, low level in Cl- carboy. Monitoring free Cl- daily should be back to normal within 48 hours. to correct. Readings have returned to normal range (> .20)

c. waterquality@driftwoodheights.net is not working. We are still having issues. We will schedule a time to correct this before our next meeting.

d. Water Quality requested that we do a well and review the Cl—System so she will be more familiar with the equipment and operation. R Barry will schedule a time with her to review.

3. Operations:

a. Waiting for Quotes, followed up with King Water on Jan 10

1). Exploratory Digs:

a.) Wet spot at the well site, Locate possible source

b.) Identify the water main size and type of material for unknown portions of the system

c.) Meter installations, replace two nonfunctioning meters and install one missing meter

4. Grounds & Buildings:

a. Beach bulkhead repairs Status:

1). Wood and sandbags purchased and on-site

2). Need to rent some equipment to move material and dig holes at the bulkhead, E Carlson is sourcing.

3). The job is bigger than originally anticipated. Current weather conditions and tides are making the job difficult. We will need to get additional volunteers when the primary group of members working on the repairs provides us with the date and time, they would require assistance. We will send out email notices requesting assistance from the membership.

5. Vice President:

a. "Garrison System Capacity Survey" status, Carl Garrison is contacting the county for updates. We have a new County Engineer so there are delays in the review process until she gets settled in.

b. Still waiting on exploratory Dig Quotes from King Water (see Operations above).

6. President:

a. Update Board Contact List to add expiration of terms:

President: May 2025

Vice President: May 2028

Secretary/Treasurer: May 2028

Operations May 2027

Grounds: May 2026

Water Quality: May 2028

b. Emergency Gen Status – Water outage Jan 9, 2025. Caused by transfer switch contactor stuck in mid position – King Water F Pedroza responded to the outage. He contacted R Barry to discuss, troubleshooting revealed the cause stated above. This condition has occurred at least once before. Contacted Arlington Electric to discuss possible options/solutions as follows:

1). Exercise switch frequently to keep it free (monthly?)

2). Replace the switch contactor (16 yrs old) and set up exercise schedule. The board discussed the above options and decided to replace the contractor, we also previous issue with the emergency generator control board (loss of memory) and determined it would be cost-effective to replace both at the same time. The total cost of repairs is \$3,545.78.

Motion to approve repairs made by: M Cona.

Seconded by: S Seymour

Yea 4 /Nay 0 Motion carried

7. New Business:

a. No new business

• All business complete, Motion to Adjourn meeting.

Motion made by: M Cona

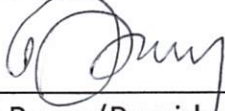
Seconded by: R Barry

Yea 4 /Nay 0, Motion carried, meeting adjourned at 7:15 pm.

- * Website management and maintenance is a collateral duty of board members (President is currently performing).**

Jan 14, 2025, Board Meeting Minutes submitted by
Driftwood Heights Board members in lieu of Secretary

Approved by



Randy Barry (President)



S Seymour (Vice President)

Not in attendance due to illness

D Sparks (Treasurer/Secretary)



Mike Cona (Operations)

Not in attendance due to illness

Leonard Visser (Grounds and Buildings)



T Whitcher (Water Quality)

Board Monthly Treasurer Report Dec 2024

| Date | 1/14/2025 | | |
|-------------------------|--------------|---------------|-----------------------|
| | Balance | Balance | Change |
| Monthly | 11/2024 | 12/2024 | |
| Chk | \$76,179.33 | \$77,285.13 | \$1,105.80 |
| MM | \$281,045.23 | \$281,092.80 | \$47.57 |
| Totals | \$357,224.56 | \$358,377.93 | \$1,153.37 |
| | | | |
| # of Members in arrears | 4 | Total Arrears | (\$766.00) (12/31/24) |
| Shutoff Member | 1 | | (\$2,580.00) |
| | | | (\$3,346.00) |

| | | | |
|--------|--------------|--------------|-------------|
| Annual | 12/2023 | 12/2024 | |
| Chk | \$49,020.47 | \$77,285.13 | \$28,264.66 |
| MM | \$280,531.74 | \$281,092.80 | \$561.06 |
| Totals | \$329,552.21 | \$358,377.93 | \$28,825.72 |

Monthly incomes/expenses

| | |
|----------|------------|
| Incomes | \$9,770.83 |
| Expenses | \$8,617.46 |
| | \$1,153.37 |

Monthly Significant/unbudgeted incomes/expenses

| | |
|---------------------------------|--------------|
| 1. Beach Blkhd Repair materials | (\$4,463.08) |
|---------------------------------|--------------|

Budget Status Year to date (2024)

| Income | Budget | Actual | Difference |
|----------|-------------|-------------|--------------|
| | \$61,610.48 | \$73,003.07 | \$11,392.59 |
| Expenses | \$34,585.31 | \$44,224.92 | (\$9,639.61) |
| | | Total | \$1,752.98 |

Budget in process

Annual Significant/unbudgeted incomes/expenses

| | |
|---------------------------------|--------------|
| 1. Jan unplanned expenses | (\$821.79) |
| 2. Mar unplanned expenses | (\$492.00) |
| 3. Vesper Water Main Repair | (\$2,089.44) |
| 4. Beach Blkhd repair materials | (\$4,463.08) |
| | \$0.00 |
| | \$0.00 |
| | \$0.00 |
| total | (\$7,866.31) |

attach (1)