

**Driftwood Heights Association  
Board Meeting Minutes  
7/14/2025**

- **Meeting called to order at Camano Library, 6:08 pm.**
- **Present:**
  - President (Randy Barry)
  - Vice President (Susan Seymour)
  - Treasurer (Vacant)
  - Secretary (Vacant)
  - Operations (Mike Cona)
  - Grounds & Buildings (Leonard Visser)
  - Water Quality (Teila Whitcher)
  - Volunteer (Christine Kelsey)
- Richard Canady, Driftwood Heights Assn member from Hawthorn Ln, joined us, and the following agenda was discussed:

- **Hawthorne Lane Road Association History**

Hawthorne Ln is located inside the boundaries of our association. It is a private road that is not maintained by county. A Road Maintenance Association was formed and recorded as Covenants, Conditions, and Restrictions (CCR's) conveyed through property titles by property owners on Hawthorn Ln in 1988. The document recording the CCRs is linked at:

[https://auditor.islandcountywa.gov/recorder/eagleweb/viewAttachment.jsp?docName=88013262\\_1&id=DOCC3074627.A0&parent=DOC3074627](https://auditor.islandcountywa.gov/recorder/eagleweb/viewAttachment.jsp?docName=88013262_1&id=DOCC3074627.A0&parent=DOC3074627)

At the time of the association's creation, the road was called "South 10th East Street". It was changed to Hawthorne Ln later, without modifying the original CCR. The purpose of the Road Maintenance Association was to collect and apply funds from the members to pave and manage road maintenance. The association has been inactive since the late 1990s.

The 19 properties listed in the road maintenance association CCR that border what is now Hawthorn Ln are shown with updated addresses below. 15 of the entries on the original road maintenance association list are residences that are part of the Driftwood Heights Association. In addition, 820 Hawthorn Ln (well site owned by the Driftwood Heights Association), Driftwood Heights II Association, and 2 tracts on Michaels way that are part of Camano Sunrise Association also border the lane or are referred to due to easements through the CCR.

EXHIBIT "E"

SOUTH 10TH EAST ROAD ASSEN. OCTOBER 19, 1988

NAME	PARCEL NUMBER	"A" GROUP	"B" GROUP	"C" GROUP	"D" GROUP
1 Driftwood Heights Association	R23118-518-0350	*	14		
2 Raymond Desimonn	R23113-512-4890		✓ 1	Camano Sunrise	✓
3 Lowell V. Olsen (2 lots)	R23112-013-4750 R23112-035-4750		* 6/4	11	* ✓
4 David B. Porter	R23112-049-4950		* 5/21	11	✓
5 Pete Fismengo	R23112-076-4930		* 4/4	11	✓
6 Joseph A. Rzechula	R23112-101-4920		5/4**	11	✓
7 Homer W. Greer	R23112-128-4920	*	2/4	11	✓
8 Shirley Gilbertson	R23112-175-5150	*	cont'd 60		✓
9 Driftwood Heights II		ALL			✓
10 Patricia A. Christiansen	R33107-170-2310		* 176		✓
11 Donald L. Glose	R33107-149-0270	*	✓ 177		-
12 Jerry A. Young	R33107-128-0120		* 178		-
13 Kenneth P. Sharp	R33107-105-0160	**	179		-
14 Julius H. Lajalo	R33107-089-0160	**	180		-
15 Ronald J. Vekich	R33107-072-0170		** 181		-
16 Reynold J. Tarsi	R33107-053-0100		182		-
17 Wayne E. Smothers	R33107-030-0140		** 183		-
18 Charles J. Frack	R33116-519-0600		16		✓ *
19 Mark Lawlis	R33118-511-0600		17		✓ *

"A" GROUP PAID FULL MEMBERSHIP AND SIGNED DECLARATION.  
 "B" GROUP PAID PARTIALLY FOR BLACKTOP.  
 "C" GROUP PAID NOTHING.  
 "D" GROUP ARE EXEMPT (DO NOT USE THE ROAD).  
 \*\* INDICATES OWNERS LIVE ON THEIR PROPERTY.

When the South 10th East Street Road Maintenance Association was formed each of the 19 properties was identified as having a vote, or as having other considerations for exemption or possible future participation, for decisions made by the Road Maintenance Association.

- **R Canady and the Board discussed the revival of The Hawthorn Ln Association**

A road association (such as the South 10th East Road Maintenance Association CCR in the linked document above) is needed to manage funds and assessments for maintenance and repairs for Hawthorne Ln. Driftwood Heights Association and Hawthorne Ln Association have overlapping property and easement issues. Original documents exist on microfiche for clarification. The Board discussed a proposal to revive road maintenance association and/or possibly integrate with Driftwood Heights Association for legal and maintenance efficiencies. Reviving the Road Maintenance Association would require legal review, updated language, and

clarification of member parcels and easements as would possible integration with Driftwood Heights Association. Driftwood Heights Association funds are restricted to water system use, road and water funds must remain separate if organizations merge or collaborate. Driftwood Heights Association has responsibility for a portion of cost and a vote in decisions made by a Road Maintenance Association for Hawthorne Ln because it is a property owner on Hawthorn Ln. Discussion ongoing about whether a "Hawthorne Ln Association" should become a subset of Driftwood Heights Association or remain a separate association. Legal and financial implications need to be assessed. The Board agreed to have further discussions.

Last year the Board approved up to \$2,800–\$3,000 for road repaving to pay for our portion of cost. The project was cancelled by Hawthorn Ln residents. This item was not put into 2025 Budget.

R Canady has obtained two repair quotes: \$25-26k (chip and seal, 10-year lifespan) and \$12k (patching and oiling, 3-year lifespan). Planning to conduct needed repairs next summer for cost efficiency.

- **Approval of meeting minutes**

June 9, 2025, Board Meeting

Motion by: T Whitcher, with the attachment (1) of June monthly report

Second by: M Cona

Yea 5/ Nay 0, Motion Approved.

1. **Treasurer/Secretary:**

- Monthly Financial Report:**

- a. May Account Balances - gains/losses.**

Checking Balance = \$ 92,604.14 change + \$10,630.39

Heritage Money Market Balance = \$81,420.97, change + \$6.69

Coastal Money Market Balance = \$200,070.15, change + \$65.75

- b. Budget status**

See Attachment (1)

- c. Significant unplanned incomes/expenses**

Listed in Attachment (1)

- 1.) Additional Discussion Items**

**a).** Budget concerns raised regarding upcoming large repairs, including asbestos concrete pipe replacement on Vesper. Discussion on the need for clearer budget projections and inclusion of major repairs as line items. Add Budget review process discussion to next Board meeting agenda.

**b).** Hawthorn road repair (chip seal) estimated at \$2,800–\$3,000; was previously approved in 2024, Hawthorn Association postponed, not currently a line item on 2025 Budget.

- d. Members in arrears and status of actions**

**1.)** June 25, 2025, Accounts Receivable balance. 0 in arrears, no outstanding balances, not counting the shutoff account.

- e. Review/Approve June 2025 Monthly Financial Report**

Motion by: L Visser

Second by: T Whitcher

Yea 5 /Nay 0, Motion Approved.

**f. Review/Approve Q2 2025 Financial report**

Motion by: S Seymour

Second by: L Visser

Yea 5 /Nay 0, Motion Approved.

- g.** Completed meeting with the Lawyer May 19, 2025. Mike Cona and Randy Barry attended. Results of meeting sent to board by email, See attachment (2).

The items listed below require action by Board:

- 1).** Three members with multiple connections need assessment raised to match the number of physical dwellings in accordance with bylaw and lawyer review. New rate effective next billing cycle Mar 1, 2026.

Motion to approve and mail letters by: S Seymour

Second by: T Whitcher

Yea 5 / Nay 0, Motion Approved.

- 2).** Discussed moving forward on Lien on the shutoff property. We need to file ASAP. R Barry has requested all billing information from King Water. C Sjostrom has been informed of our intent. Our Lawyer has requested billing history and specific property information to draft documents. Legal fees will be added to Lien,

Motion to proceed with processing lien by: M Cona

Second by: L Visser

Yea 5 / Nay 0, Motion Approved

- 3).** Plan and assign responsibilities to review county records. After completion we will need to determine if there is a need to contact real estate attorneys or work with a title company to determine easements and “right of ways” for our water system. R Barry and M Cona will work together on this project.

**2. Water Quality:**

- a.** Additional June Free Cl- readings have been sent to NW Water Services LLC. New contact for Free Cl- readings is Jessica Zimmer at NW Natural Water Services Coupeville, WA office.

- 1).** Low Free Cl- readings in the distribution system. King Water informed. Chlorine injection system is malfunctioning. Northwest

Water investigating cause, performed chlorine batching to maintain free Cl- level, pump to be rebuilt (unbudgeted cost, approx. every 2 years).

### **3. Operations:**

#### **a. King Water updated status:**

##### **1). Work Needed: (Prioritized)**

**a).** Still working with King Water to identify locations and schedule excavations to determine the main water size and type of material for unknown portions of the system. Looks like we will have to make three excavations. King Water has backlog of work. Schedule as soon as they King Water can Support. (carry over item)

**b.)** 695 Lehman low flow from meter. New home in construction, King Water tried to clear blockage, no success. Work scheduled July 9, 2025, to excavate and repair or if necessary, re tap into the main. All work is financial responsibility of the Association.

**c.)** Placed notice on website and sent email to all subscribers regarding requirements to contact 811 prior to digging. It is a free service for members. We will also inform members that any damage caused by digging that affects our water system is the financial responsibility of the member.

### **4. Grounds & Buildings:**

#### **a. Beach bulkhead repair Status:**

**1).** Members held a meeting at the beach on July 2, 2025, to firm up plans and check anchor device for bulkhead. Reviewed repair process and determined it would take one day excavation, at least a day of installing anchors, and a day to back fill. This will result in additional costs for contractor, as it will require more time and an additional trip to site. The contractor agreed to use his excavator to move materials to repair site. This will save us rental cost of equipment the team had originally identified to move the materials.

**2).** Bulkhead repair project scope expanded after initial excavation revealed more damage. Original one-day repair excavation estimate increased to two days: cost ceiling estimate at \$17,000.

**3).** Volunteers will be needed to replace planking after excavation and backfill. We will post a message and send emails to membership when date is determined.

**4).** Board discussed that no formal written scope of work or RFQ was created at project start. Process improvements must be put in place before starting projects that have larger scope. Add to next meeting agenda to discuss size and type of projects that require formal scope of work and RFQ.

Motion to approve additional costs not to exceed \$17,000.00

by: M Cona

Second by: S Seymour

Yea 5 /Nay 0, Motion Approved.

**5).** Organization and scheduling turned over to the members that are planning work. Excavation scheduled for Friday July 18 backfill on the 21<sup>st</sup> or 22<sup>nd</sup>. We will need to get additional volunteers during this period. We will need to discuss sending out email notices requesting assistance from the membership. Key members who are planning the project are keeping the board informed of status of damage and planned work.

**b.** Well building Maintenance: Painting is in progress (95% complete). R Barry will take photos when painting is completed. DH 2 Well House painting complete. Sent a \$100 invoice to DH 2 for paint and supplies.

## **5. Vice President:**

**a.** "Garrison System Capacity Survey" status, Sent follow up email to Carl Garrison for updates (July 8, 2025)

**b.** Review inputs for "Administrative Assistant" position for duties and responsibilities that could be best served by the proposed new position.

- c. Board discussed hiring a paid administrative position for continuity and liability reduction. Susan, Randy and Teila will meet to discuss responsibilities and title of position.

- d. **This item has been placed on hold until other issues/jobs are completed.** “Emergency Task Force” updates. made up of board members and a representative from each street in our association. The purpose would be to:

- 1). Draft Procedures
- 2). Determine required parts and equipment
- 3). Assign responsibilities to members of the group should an event or equipment failure occur.

#### **6. President:**

- a. Emergency Gen Exercise procedure: Review/approve at meeting.  
Motion to approve by: S Seymour  
Second by: L Visser  
Yea 5 / Nay 0, Motion Approved.
- b. Notified King Water to replace 2” Pressure regulating valve. This valve controls water main supply pressure. New control valve (same as currently installed) and labor to install is \$7,965.00. (Email requesting update on receipt and installation sent July 7, 2025)

#### **7. New Business:**

- a. Discussed moving meter read dates to Jun and Dec to correspond with CCR “Water Usage Efficiency” calculations, also move billing mailing dates to January for March 1 due date and July for September 1 due date. This simplifies documentation for Treasurer.

Motion to approve meter read and billing mailing dates by: S Seymour  
Second by: L Visser  
Yea 5 / Nay 0, Motion Approved.

- b. During May 19, 2025, meeting with C Sjostrom. He informed us that he would be winding down his Law practice. Mr. Sjostrom stated he would not take on any new clients but would continue to support as long as he was still practicing law. M Cona expressed concerns over the loss of the attorney that had represented us for many years. We discussed the



difficulty in finding a reputable attorney that would take on a Homeowners Association as a client. Mike requested that we contact Mr. Sjostrom to get a better idea of how long he was planning on continuing his practice, what would be the latest date he could complete a review and filing of a bylaw revision package from our association. R Barry volunteered to contact and get required information to discuss at next board meeting.

- **All business complete, Motion to Adjourn meeting.**

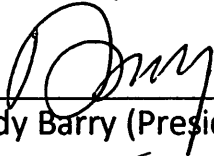
Motion made by: S Seymour

Second by: T Whitcher

Yea 5 /Nay 0, Motion carried, meeting adjourned at 7:40 pm

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

Approved by



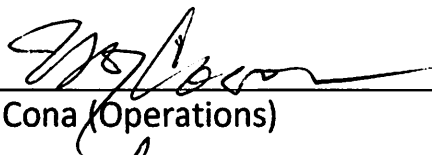
Randy Barry (President)



S Seymour (Vice President)

Vacant

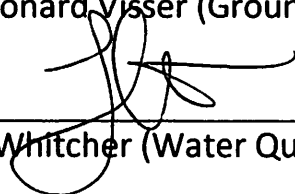
(Treasurer/Secretary)



Mike Cona (Operations)



Leonard Visser (Grounds and Buildings)



T Whitcher (Water Quality)

# Board Monthly Treasurer Report June 2025

Date	7/10/2025		
	Balance	Balance	Change
Monthly	5/2025	6/2025	
Chk	\$81,973.75	\$92,604.14	\$10,630.39
MM	\$281,418.68	\$281,491.12	\$72.44
Totals	\$363,392.43	\$374,095.26	\$10,702.83
# of Members in arrears	0	Total Arrears	\$0.00 (6/25/25)
Shutoff Member	1		(\$2,830.00)
			(\$2,830.00)

Annual	12/2024	6/2025	
Chk	\$77,285.13	\$92,604.14	\$15,319.01
MM	\$281,092.80	\$281,491.12	\$398.32
Totals	\$358,377.93	\$374,095.26	\$15,717.33

## Monthly incomes/expenses

Incomes	\$13,862.92
Expenses	\$3,160.09
	\$10,702.83

## Monthly Significant/unbudgeted incomes/expenses

1 none

## Budget Status Year to date (2025)

Income	Budget	Actual	Difference
	\$30,805.24	\$40,892.68	\$10,087.44
Expenses	\$12,886.79	\$20,470.77	(\$7,583.98)
		Total	\$2,503.46

## Annual Significant/unbudgeted incomes/expenses

1. King Water Work Orders	(\$309.42)
2. King Water Work Orders	(\$500.31)
3. Arlington Electric Generator Repairs	(\$3,545.78)
4. Well site leak investigation	(\$1,621.20)
	\$0.00
	\$0.00
	\$0.00
total	(\$5,976.71)

attach (1)