

SOUTH BAY COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 8, 2023, 9:30 am
DRAFT MINUTES

1. Call to Order
Meeting was called to order at 9:32 am.
2. Determination of Quorum
Quorum present to start the meeting with 7 Board members present; Gil Skinner, Christine Spagle, Randy Edwards, Peggy Ponto, John Cacho, Dave Jurca, and Peggy Thuotte. Three SBCA members (Mark Schwendener, Sandra Rooks, and Donna Knudsen) were in attendance along with SBCA's GM, Mark Torres.
3. Approval of Agenda
Skinner asked for a motion to approve the agenda. Motion by Ponto to approve the agenda, seconded by Spagle and carried. 7/0.
4. Approval of meeting minutes for May 11, 2023, and May 18, 2023, special meeting minutes.
Motion was made and seconded to approve the May 11, 2023 meeting minutes, carried 7/0. Motion was made and seconded to approve the May 18, 2023 special meeting minutes, carried. 7/0.
5. President's remarks
President Skinner reported that SBCA membership has been well represented at various SBCA events.
6. Manager's report
Club operations
 - a. Staffing/HR
 - i. SBCA is still looking for a lounge/event support person.
 - ii. Staff performance reviews will be completed next week.
 - b. Pancake breakfast was well attended and over \$400 was donated to the VOICE. There has been an upward trend in breakfast attendance, 45 people signed up and almost 80 people attended.
Bay Club equipment/active projects.
 - a. No change to the roof project schedule. There is the possibility of a partial parking lot closure during construction.
 - b. The SBCA Members Lounge is continuing, every Wednesday and Thursday.
Attendance is steady at 25-35 every evening.
 - c. The footing drains and tight lines will be cleaned/cleared later this month.
 - d. Still no response from PLA/Diana or PLA's attorney concerning the notice to surrender the tennis court lease. Torres will be making sure that nothing that belongs to SBCA remains at the courts.
Administrative Projects.

- a. The preliminary draft of the Member Annual Meeting Packet has been sent to the Printery. There should be no problem getting the packet to the post office by June 15th.
- b. Final updates for the Document Management Policy are still being made.
- c. Facilities Use Policy updates were submitted to the SBCA attorney for review. He has some concerns over the user agreements. Torres is developing a new draft that the Board and the attorney can consider for approval.

7. Treasure's report

Spagle reported we have sufficient funds to pay expenses thru the fiscal year ending June 30th. We have \$455,462 in our reserve account and have contributed \$87,450 to date this year. The full financial report is available upon request.

8. Board Communications

- a. Member email regarding SBCA Capital Improvements/enhancement plans. Skinner referenced the member letter that all Board members received. The Board was in agreement that each member has the right to freely express their opinion.

9. Committee Reports

a. ARC

GM Torres reported there were 9 applications, 7 approved, 2 ratified, 1 follow up that was again tabled. ARC made the following motions:

- 1. MOTION: (The SBCA ARC directed the SBCA General Manager to inform the complainants of the following: The complaint(s) should be submitted to SBCA Board, not ARC. The complainants may wish to consult with the village ARC representative for assistance in filling out the proper complaint form and to see whether the village ARC representative can be of any assistance in resolving the complaint informally.) **Approved 5/0**
- 2. MOTION: Composting message to SBCA members. To authorize the SBCA General Manager to send the Composting Notice drafted by the SBCA ARC Committee out via eblast to the SBCA Members as soon as practicable. **Approved 5/0.**
- 3. MOTION: Firepits To recommend to the SBCA Board approval and adoption of the SBCA ARC's amendment to the SBCA Design Standards. The amendment addresses Outdoor Fireplaces and Barbecues. **Approved 5/0.**

b. Activities and Amenities

Committee did not meet.

- 1. Music on the Green is scheduled for June 18th.

2. The Garage Sale was a big success.
 3. The Memorial Day Celebration was well attended. Lots of positive comments from the membership. Big thanks to Keith Paton, Randy Edwards, and Mark Schwendener for their participation.
- c. Facilities
No meeting.
- d. Finance
1. Spagle stated that the committee made no changes to either the draft budget or the Budget Narrative packet. She made a motion that the Board approve the draft budget and Budget Narrative that will be sent in the Annual Meeting Packet. Jurca seconded the motion. Motion carried 7/0.
 2. Delinquencies are down and, excluding the very delinquent members all of whom have payment arrangements, are approaching 0%.
- e. Health and Fitness
Did not meet.
- f. HR
Did not meet.
- g. Approval of all reports as submitted.
Motion to approve all reports was made and seconded. Carried 7/0.
10. Old Business
- a. SBCA Annual Meeting preparation.
Spagle made a motion to approve the annual meeting packet. Motion was seconded and carried 7/0.
11. New Business
- a. Complaints regarding OT2 Lot 26
 - i. The Board questioned whether or not there was enough information available to make a decision. The Board has heard nothing from the respondent. Jurca made a motion that the GM schedule a meeting with both the complainants and the respondent before the July 13th Board meeting. Motion was seconded by Spagle, carried 7/0. The GM will also schedule an opportunity for all Board members to make a site visit to Lot 26 in OT2. The visit will help the Board make an informed decision about what action is needed.
 - b. OWSI rate increase
 - i. Jurca reported, that on May 8 PLVC sent a letter to WUTC staff asking for a meeting about OWSI's request for a water rate increase. On May 14 PLVC sent a list of questions it wanted to discuss at the meeting. At the meeting on May 16 an assistant attorney general who said he was representing "WUTC staff" stated that WUTC staff would

discuss general procedures but would not answer any questions specifically about OWSI's rate increase request or staff's evaluation of the request, and refused to explain why such questions would not be answered. On June 2 PLVC sent a letter to the WUTC Commissioners, with copies to local state legislators, about staff's refusal to answer questions at the meeting and requesting a further continuance of the hearing that is now scheduled for June 15. To date there has been no response to the June 2 letter.

c. County Commissioners Community Forum

i. The Jefferson County Board of County Commissioners held a

special "community forum" meeting at the Beach Club on

June 1. At that meeting the present CDC director, Brent Butler,

said that when the 2000 Development Agreement between Pope and the County expires on May 1, 2025, the December 2016 timber harvesting settlement agreement between PLA and the County will expire at the same time, and that PLA will be free to resume clearcut logging in the MPR Open Space Reserves if DNR grants logging permits. Jurca stated that he was not present at the "community forum" meeting when that subject was raised, and expressed disagreement with Mr. Butler's characterization of the effect of the expiration of the timber harvesting settlement agreement. He briefly described some of the pertinent issues under state and local legislation and said this was a subject that should be further addressed with the county and with the state legislature and DNR, as well as with PLA.

12. PLVC report

- a. Jurca reported that Diana spoke about marina improvements.
- b. PLA is still waiting for the county to give final plat approval for OT2 Phase 2. Meanwhile PLA is proceeding with installation of infrastructure (such as roads, water lines, sewer lines, and stormwater facilities) for Phase 2. 37 new residential lots are planned for Phase 2.

13. Member comments

There were no comments.

14. Adjourn

Motion to adjourn at 10:17 am. Motion seconded and carried. 7/0.

15. Motion was made to resume general discussion at 10:20 am.

Motion was seconded and carried. 7/0.

- a. GM Torre's complemented the Board for ending the year with a reserve balance of \$436,000. Historically, that amount represented the total funds available in the bank accounts. The reserve is important for aging structures and infrastructure. SBCA has money to cover the roof repair and delinquencies are at near zero percent.
 - b. The Board members expressed a big thank you to Mark Torres, Christine Spagle, and the finance committee.
 - c. The liability insurance policy with the Trails committee is due to be updated soon.
16. Motion to adjourn
Jurca made a motion to adjourn at 10:26 am. Spagle seconded, motion carried. 7/0.

Next SBCA Board Meeting: July 13, 2023. Next SBCA Board workshop date: TBD.