

DRIFTWOOD HEIGHTS ASSOCIATION, INC.
370 N. EAST CAMANO DRIVE, STE. 5, PMB 219
CAMANO ISLAND, WA 98282-7279



INCORPORATED 1970

Minutes of Annual Membership Meeting
May18, 2024

Members present: 24; members represented by Proxy: 2.

Board Attendance:

President – Randy Barry (Acting)
Executive Vice President - Vacant
Treasurer – Vacant
Secretary – Vacant
VP Operations – Mike Cona
VP Grounds and Maintenance – Leonard Visser
VP Water Quality – Genelly Carranza

Meeting called to order 1:55pm. Genelly Carranza welcomed attendees and recognized new members for 2024:

Hillary and Jeff Gerber
Kayoko and Robert Hinz
Callie Taylor and Matthew Black.

The Board informed the Membership that Gennelly Carranza has resigned her Board position following this Annual Meeting. The Board and Membership thank her for dedicating her time and service to our community. She was always involved and could be counted on during her time on the Board. The association is better thanks to her time and effort.

Old Business

Review of 2023:

1. Membership approved revision to Bylaws and Board filed with Island County.
2. Cleaned and inspected water storage tanks. Installed new mechanical level indicator.
3. "Special Membership Meeting" for Presentation of Garrison Engineering Water System Assessment results.
4. "Geotechnical Survey" of the Beach.
5. Washington State Department of Health, 5-year Sanitary Survey.
6. Worked with "Members" to locate and repair four water leaks.

DRIFTWOOD HEIGHTS ASSOCIATION, INC.
370 N. EAST CAMANO DRIVE, STE. 5, PMB 219
CAMANO ISLAND, WA 98282-7279



INCORPORATED 1970

New Business

Treasurers Report:

1. 2023 Budget verses actual spending. (See attached encl 1, Pg 1 of 1) Provided all members attending the meeting a copy of 2023 and 2024 budgets when they signed into the meeting.
 - a. Difference between Budget and actual spend was \$19,604.96.
 - b. 2023 Unbudgeted costs listed below:

1.) Nelson Geotechnical	Survey of beach	\$3200.00
2.) Arlington Electric	Emergency Gen repairs	\$2338.30
3.) Best Buy	Association Laptop	\$472.56
4.) WA DOH	System Inspection	\$459.00
5.) Garrison Engineering	System Assessment	\$10491.70
6.) C Sjostrom	Legal fees, By-law Rev	\$2958.00
	Total:	\$19919.56
 - c. Opened floor for questions on the 2023 Budget spend from members present at the meeting.
2. 2024 Budget Proposal. (See attached encl 1, Pg 2 of 2)
 - a. Reviewed 2024 Budget proposal.
 - b. Opened floor for questions on the proposed 2024 Budget from members present at meeting.
 - c. Requested motion and second to accept 2024 Budget proposal on ballot for membership vote. Motion and second received from membership.

Billing Procedures Review

1. Some Members have expressed confusion on our association's billing procedures and policies.
2. Provided all members attending the meeting a copy of billing process when they signed into meeting. Conducted a review of the billing procedure steps.
3. A copy of the procedure is posted on our webpage.
4. Opened floor for questions on billing process and procedures.

DRIFTWOOD HEIGHTS ASSOCIATION, INC.
370 N. EAST CAMANO DRIVE, STE. 5, PMB 219
CAMANO ISLAND, WA 98282-7279



INCORPORATED 1970

Need to fill Vacant Board Positions

1. All Board members spoke to the membership relating their experiences of serving on the board. We stressed the need for members to volunteer to fill current and upcoming vacant positions. For the association to continue to self-manage and be successful it requires participation by members. A full board provides the most input and representation of the membership when decisions are made. If members do not volunteer, we will have to research and present other options to operate and maintain the system in the future. A request for anyone interested in volunteering to stay after completion of the meeting to discuss with the board.

Board Member Updates

Grounds and Buildings

1. We scheduled Beach trail maintenance this year with a contractor that we had used before, the work was impacted prior to starting when the contractor informed us that Island County environmental requirements could impact the work. We contacted Island County to request guidance. The county Engineer recommended a geotechnical be conducted prior to performing any work. The survey was completed and as a result we determined that we should defer any additional spending on beach this year and plan for maintenance in 2025 or later.
2. Stillaguamish Creosote Log Survey will be conducted along our beach and shoreline. The survey will identify creosote logs that have washed up on our beach and water line properties that are owned by some of our members. Identified logs will be removed by Washington State Department of Natural Resources. There will be no cost to the association all personnel conducting survey will have signed waivers of liability before stating work. Members that own waterfront property will be contacted by letter for permission to conduct survey on their property prior to starting.
3. Board is planning to paint and preserve our utility building at the well site this fall. We will be looking for able bodied volunteers to help us complete the task. Please contact us after the meeting if you would like to volunteer. When date is scheduled will send out an email notice and put on our website.

DRIFTWOOD HEIGHTS ASSOCIATION, INC.
370 N. EAST CAMANO DRIVE, STE. 5, PMB 219
CAMANO ISLAND, WA 98282-7279



INCORPORATED 1970

Operations

1. An EPA Lead and Copper Survey of our water system, including member owned service lines, must be completed, and reported to the state by Oct 16, 2024. All buildings and service lines installed before the lead ban (1986) that have water lines that are used for human consumption must be verified not to be lead or copper. Our association has 50 homes that fit this category. Letters will be sent to those homeowners requesting information to update the survey. Please respond as soon as possible to allow us to complete by required submission date. A map will be available after the meeting if you would like to verify if your home is affected.
2. We completed the 2020 Engineering Assessment of our water system. The results pointed out that the system is aging and is probably insufficient to meet out current and future needs. The process to move forward and plan Capital Improvement project is a long one. If we approved a plan today it would be at least three years before a shovel hit the ground. It is also a long process to get the necessary support of the membership to fund a project of this scope. The Board feels that it is necessary to take a vote of the members present today to move forward with a Capital improvement Project. If approved, we will solicit volunteers from the membership to form a committee to work with the Board to prepare the desired scope of the project. Once committee has completed the proposal would be presented at a "Special Member Meeting" for approval. Requested motion and second to form "Capital Improvement Project Committee" on ballot for membership vote. Motion and second received from membership.

No Additional discussions. President requested motion to adjourn, received motion to adjourn from several members, seconded by several members, and carried by unanimous vote.

DRIFTWOOD HEIGHTS ASSOCIATION, INC.
370 N. EAST CAMANO DRIVE, STE. 5, PMB 219
CAMANO ISLAND, WA 98282-7279



INCORPORATED 1970

After Meeting:

1. Tabulated vote results (encl 2)

2024 Budget:

Yea 23, Nay 2, 1 ballot not returned, carried

Capital Improvement Committee:

Yea 25, Nay 0, 1 Ballot not returned, carried

Submitted/reviewed by: Board

Approved by:

President:

Randy Barry

Vice President:

Vacant

Treasurer:

Vacant

Secretary:

Vacant

Operations:

Mike Cona

Grounds & Buildings:

Leonard Visser

Water Quality:

Vacant