

**KALA POINT OWNERS' ASSOCIATION  
REGULAR BOARD APPROVED MINUTES  
Tuesday, June 13, 2023 @ 3:00 PM (Hybrid)**

**The Kala Point community is a common-interest residential homeowner association (HOA). When purchasing or building within Kala Point, homeowners agree to follow the HOA's governing documents, which include: Conditions, Covenants and Restrictions of Record (CC&Rs); Rules and Regulations; By- Laws; and detailed Administrative Policies and Procedures (APPs). APPs are Board-enacted rules. The protective umbrella of these governing documents works in the best interest of all homeowners ensuring higher standards of neighborhood appearance and enhancing the collective value of the homes.**

**SUPPORTING DOCUMENTS FOR BOARD MEETINGS ARE ON THE KPOA WEBSITE.**

All speakers must be recognized by the Chair and should identify themselves for the record. Please mute your phones unless you are speaking. This meeting is being recorded.

We follow the general directions of Robert's "Rules of Order" to assure the right of the majority to decide and the right of the minority to be heard; to honor the rights of individual members and the rights of absentee; and to fundamentally show respect for each other.

**Establishment of a Quorum**

**Board Members in Attendance: M. Lannon, President, J. Reeves, Vice President, D. Nordlund, Secretary, K. Skolrud, CFO. Directors: S. Stanton, P. Miles, K. Titus, D. Moses., Keith Larson, General Manager & Felice Thompson Administrative Assistant II; 8 other self-identified Zoom attendees with 20 in person attendees.**

**Member Comments:**

The in-person attendees posed several questions concerning the pier project mainly the cost of the project.

**Approval of the Agenda – June 13, 2023**

Call for Board of Directors comments on the agenda

Dan Nordlund requested an additional agenda item under old business concerning Clubhouse usage for outside organizations.

**Motion to Approve the June 13, 2023, Board Meeting revised Draft Agenda by J. Reeves**  
seconded by K. Titus

**Motion approved by unanimous consent Res 2023\_06\_01**

**Announcements:**

- Marine Floats Corporation - Rick Greenhow, Marina Development

Rick Greenhow, Project Coordinator for commercial project and Tabitha Environmental Manager explained the permit process for a pier project. Marine Floats has been in business for 40 years and has developed and completed a full scope of pier and dock projects.

The permitting process involves many environmental and government agencies. No project may begin until all agencies have issued their permits, stipulations and requirement which can take several years to process. Once the permit process is complete the design and engineering of the pier can begin. Approved permits are generally valid for five years and project material costs are determined by project scope and product availability when the project has been approved to begin.

Members were invited to ask questions concerning the pier project. These included costs, permit time limits impact and scope of work.

**Article submission deadline for July Kala Pointer: June 19, 2023**

The Chair gave Suzanne Eggleston and her team a big kudos for continuously publishing a quality Kala Pointer newsletter.

**Approval of the May 9, 2023, Board Meeting Draft Minutes**

**Motion to Approve the May 9, 2023, Board Meeting revised Draft Minutes by K. Skolrud**  
seconded by D. Moses

**Motion approved by unanimous consent Res 2023\_06\_02**

**Inquires and Correspondence:**

5/09/23 – 6/13/23

May 2023

Kevin Skolrud

6/13/23 – 7/11/23

June 2023

Pat Miles

## KPOA Board Correspondence

May 10<sup>th</sup> to June 13th, 2023

Consolidated by Kevin Skolrud

Name	Date	Subject	Addressed to	Response Date	By
Bruce Miller	5/15/23	Proposed "Yellow Dog Project" sign at beach	BOD	5/16/23	Skolrud – Forwarded to Scott Rovanpera
Cyndy Curran-Bamburg	5/16/23	Pickup truck parking	BOD	5/16	Skolrud – Forwarded to Scott Rovanpera
Cyndy Curran-Bamburg	6/6/23	Garage sale debris	Keith Larson Cc: BOD, Scott Rovanpera	6/3/23	Keith Larson

### Consent Calendar:

- Marilyn Berry – Approve as a new member to the SPC

**Motion to approve the Consent calendar by J. Reeves** seconded by D. Nordlund

**Motion approved by unanimous consent Res 2023\_06\_03**

### General Manager – Financial & Grounds Report

#### Administration Office

- No Report

#### Clubhouse

- No Report

#### Finance

- Paving Project Start Date will take place in August

#### 2023 Assessments Collection Report

561 – LHC - \$617,581 – **99.91%**

- One Second Half Assessment Payment Remains Outstanding

- 451 – Timeshare - \$117,161 – **98.90%**
  - 5 Outstanding **(1,298.90)**

Storage Rental Collection Report

- RV Storage rentals - \$15,973 – 97.19%
- Small Boat Rentals - \$5,716 – 88.48%

**Motion to approve Clubhouse Painting Project**

**Motion to approve Phillips Painting to paint the exterior of the Clubhouse Facility for an amount not to exceed \$10,500 from the Reserve Fund by K. Titus seconded by J. Reeves**

**Motion approved by unanimous consent Res 2023\_06\_04**

- Pressure washing will take place on Friday June 16. The Pool area will be closed for part of the day during this work.
- Painting will begin on Monday June 19. The Pool facility will be closed through Thursday June 22.
- The Jacuzzi and Sauna will be available for use during this project.

**2023 Reserve Projects**

- Road Repairs – **Budget \$31,944**
  - Total Project Cost –
- Paving – Hemlock Court – **Budget \$34,322**
  - Total Project Cost –
- Paving – Pinewood Court – **Budget \$27,652**
  - Total Project Cost –
- Pool – Blankets (Outdoor) – **Budget \$5,556**
  - **Total Project Cost – \$4,463.89**
- Equipment – Tractor, New Holland – **Budget \$63,199**
  - **Total Project Cost – \$53,747**
- Mail Site – Mailbox Gangs Replacement – **Budget \$11,694**
  - **Total Project Cost – \$8,575**
- Pier – Piling Inspection & treatment – **Budget \$26,650**
  - **Total Project Cost – \$26,650**
- Clubhouse – Exterior Painting – **Budget \$10,506**
  - Starting date to begin work Friday June 16.

## Grounds Report

- Clubhouse Parking lot lines, handicap markers, stop bars at the Baycliff Intersection and speed humps will be painted in the coming weeks.
- Pressure Washing will begin this month.
  - Tennis Courts 1,2,4,5, Sports Court and Lagoon Pickleball court.

## Staff Meeting Report

- Meeting scheduled for June 21

### **Old Business**

1. CC&R's Article IV, Chapter B, Uniform General Requirements
  2. 2024 Committee Budgets due by June 30.
  3. Clubhouse usage and scheduling for outside organizations--Dan Nordlund
- No regularly scheduled calendar events will be canceled for other outside organizations. This excludes when an event conflicts with a Board of Directors regular or special meeting.

### **CC&R's Article IV, Chapter B, Uniform General Requirements**

**The KPOA Board of Directors move to adopt the following amendments to the CC&R's Article IV, Chapter B. Section 7 and 15 to be voted on by the Membership at the 2023 Annual Membership Meeting by M. Lannon seconded by P. Miles**

**Motion to amend the previous motion and strike the Architectural Committee from the CC&R's Article IV, Chapter B Section 15 by J. Reeves seconded by M. Lannon**

**Motion approved by unanimous consent Res 2023\_06\_05**

**The KPOA Board of Directors moves to adopt the following amendments to the CC&R's Article IV, Chapter B. Section 7 and 15 to be voted on by the Membership at the 2023 Annual Membership Meeting by M. Lannon seconded by P. Miles**

**Motion approved by unanimous consent Res 2023\_06\_06**

### **New Business**

1. Pedestrian Safety – Kala Point Dr.

A copy of the 2021 Safety report is available on the Board of Directors landing page or the Grounds committee page. A copy of this report will be sent to the Board of Directors. A pedestrian safety presentation is scheduled for the July Board of Directors meeting.

2. Pier Project Review:

- The pier is due for inspection every 10 years, sooner if there are known issues.
- In January the Board approved inspection/treatment of the pier.

- The pier was inspected and treated over a period of 3 days in February.
- The method used was drilling into the structure using a 16” drill bit to determine if rot was present. The Report from that contractor indicated that 1 beam had a low level of rot, 2 beams had a medium level of rot, 1 beam had a high level of rot while another had an extreme level of rot. Based on that Report, the pier was closed.
- Recently, a member contacted another contractor to inspect the pier.
- That contractor performed the inspection on 6/12/23.
- The method used was tapping the structure with a hammer. When the inspection was performed the tide was up so the inspector laid on the top of the pier and reached over the edge to perform the test. He tested the 2 worst beams (high and extreme level of rot).
- He determined that rot was not present on either beam and he said the pier was safe.
- Both contractors recommended we hire a structural engineer to review the pier.
- At our Board meeting the next day, the Board agreed that the General Manager should make a list of Marine Structural Engineers.
- The Board will continue to keep the membership informed as we obtain additional information. Also, the membership will be involved in determining what is to be done with the pier; remove, repair or replace, all of which require a permit.

### 3. Board Member Open Seat

Sean Moss resigned his board seat in late May creating an open seat on the Board of Directors. A 30-day notice will be posted in the Kala Pointer in the July edition inviting members to fill the open seat which expires in December 2023. Updates concerning the appointment process will be posted on the Elections page at [kalapoint.org](http://kalapoint.org)

**Committee Reports are posted on the Board of Directors page on the KPOA website**

### 2023 Board Goals

1. New Director Orientation
  - Board Member Tool Kit sent to the Board for review
2. Minutes and summary reports on time delivery – Reference flowchart
3. Limit Board Meetings to 2 Hours or Less
4. Increase Email list and KalaPointer distributions

### Member Comments in Closing

#### Executive Session:

1. Adjourn to Executive Session to discuss Personnel Wages deferred until July.

**Next Meeting** – Tuesday July 11, 2023

**Motion to recess the June 13, 2023, Board Meeting revised Draft Minutes by D. Nordlund**  
seconded by J. Reeves

**Motion approved by unanimous consent Res 2023\_06\_07**

**Prepared by Felice Thompson  
Administrative Assistant II**

*Daniel J. Nordlund*

**Dan Nordlund Corporate Secretary  
Kala Point Owners' Association**