

## Minutes of Meeting

### HICA Monthly Board Meeting

Hat Island Community Association  
Board of Trustees Meeting  
3616 Colby Ave PMB 335  
Everett, WA 98201  
(360) 444-6611  
**Saturday, October 21, 2023**  
In-Person and via ZOOM

#### Attendees:

|                             |                   |
|-----------------------------|-------------------|
| Erik Smith- President       | In-person         |
| Ray Stephanson – VP         | In-person         |
| Don Stark- Treasurer        | Virtual           |
| Kelly Dukes- Secretary      | Unable to attend. |
| Roelof Burger- Trustee      | In-person         |
| John Lundin- Trustee        | Virtual           |
| Stephen Jefferies - Trustee | In-person         |
| Kim Gleason- Island Manager | In-person         |

#### Agenda:

- Call meeting the meeting to order
- Approval of draft minutes
- Legal report- Erik Smith
- Island Manger's Report- Kim Gleason
- Treasurer's Report- Don Stark
- Finance Committee Presentation: Proposed Budget – Larry Christianson, Finance Committee

Chair

- Old Business:
- New Business:

#### Committee Reports:

- **Parks and Rec Committee-** Stephen Jefferies- Board Chair
- **Water Report-** Roelof Burger

#### Community Input

Eric called the meeting to order: HICA Board Meeting October 21<sup>st</sup>.

| Item Description  | Discussion/Questions/Decision   | Action   |
|---|---|--|
| Approve minutes, including working and special meetings.  | <ul style="list-style-type: none"> <li>June 23<sup>rd</sup>, July 15<sup>th</sup>, Aug 22<sup>nd</sup>, Aug 30<sup>th</sup>, Sept 5<sup>th</sup> and Sept 12<sup>th</sup>. Stephen Jefferies and John Lundin abstained from voting – not board members at the time.</li> <li>Sept 16<sup>th</sup>, Sept 30<sup>th</sup> and October 15<sup>th</sup>.</li> </ul>   | <p>Approved</p><br><p>Approved</p>   |
| Legal Update  | <ul style="list-style-type: none"> <li>Legal proceedings with MS. Eric provided an update on foreclosure proceedings. Pushing for a trial date. End of the year, or early next year. MS has a new attorney, once again.</li> <li>The board is aware of MS's letters to island owners. His Gedney Island owner's association organization is not a HICA organization.</li> </ul>   |  |
| Island Manager Report   | <ul style="list-style-type: none"> <li>Busy with Island winter maintenance</li> <li>Sinkhole</li> <li>Standpipe broken.</li> <li>Repair roads</li> <li>Marine Safe stain applied to North Marina was very successful. Prevents slippery docks. Same will be done on south docks.</li> <li>Availability of meeting minutes.</li> </ul>   | <ul style="list-style-type: none"> <li>Marine Stain will also be applied in South Marina.</li> <li>Kim will convert meeting minutes to PDF and post on Website</li> </ul>                              |
| Questions to Island Manager   | <ol style="list-style-type: none"> <li>Q: Steve on Seal issue.</li> <li>Ray asked about seal deterrent.</li> </ol>  | <ol style="list-style-type: none"> <li>Action, clean docs. No issue for HICA currently. Owners typically report animal deaths to office.</li> <li>Refer to marina committee for evaluation.</li> </ol> |
| <ul style="list-style-type: none"> <li>Treasurer's report</li> </ul>                              | <ul style="list-style-type: none"> <li>Everything is as expected, tracking last year's budget.</li> <li>Reserves are in good shape.</li> <li>Cash investment - Done. Kim reported cash of \$818k invested as per investment plan approved by the board. <ul style="list-style-type: none"> <li>Heritage bank took some time being convinced that HICA was serious about it. They are now fully on board.</li> </ul> </li> </ul> |  |
| Finance Committee Presentation Proposed 2024 Budget – Larry Christianson, Finance Committee Chair | See budget presentation posted online. <a href="#">Finance FAQs/Financials (Requires Password) – Hat Island Community Association</a>   |  |

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|---|---|--|
| Questions to Larry Christianson regarding Budget  | <p>Q: Steve 2019 Allocations. Funds to replace ferry?<br/>A: Identification of assets that will need replacing is being done. In process.</p> <p>Q: John Lundin – need clarification on depreciation components.</p>  | There is FAQ section online. This is a good place post similar question. – Kim will action                         |
| Budget Ballot   | <p>Move approval of ballot to old business. Table to discuss.</p> <p>Steve – Noticed some typo's.<br/>Don moved to approve the ballot with typos fixed.<br/>Steve seconded.</p>   | Don moved motion; Ray seconded. Trustees present are in favor. Fix typos before sending ballot to print. Unanimous |
| <b>New Business</b>   |   |  |
| Water update  | <p>Roelof Burger reported low (4%) RO production for September. Algae is blocking primary strainer. This is a common problem in summer months when there is a lot of algae in the water.</p> <p>A potential solution is a deep-water intake. This would require extending the existing line outside the marina to deeper water. Potential permitting is required.</p> <p>Ray mentioned an opportunity to combine with power project for permitting.</p> | Roelof to report back to the board.  |
| Island wide drainage plan   | Keith Litchfield submitted RFP.   | Keith L and Kim will review RFP's as they come in.   |
| CAI – Community Association Institute   | <p>Stephen Jefferies attended a one-day conference in Seattle. Valuable information.</p> <p>CAI Provide education and resources to HOA's</p> <p>Stephen advocated that HICA consider joining the HOA community.</p> <p>Kim is already a member.</p>   | Look at the community account. \$300 for 20 members.   |
| <b>Committee Reports:</b>   |   |  |
| Nature Conservancy, Parks and Recreation Report   | Stephen Jefferies:<br>Started a trail on greenspace area. "Tracked Day".<br>Between J & K Division  |  |
| Water Report  | *See New Business   |  |
| <b>Community Input:</b>   |   |  |
| <ol style="list-style-type: none"> <li>1. Udo Gerz – Q: Status of PUD power cable.</li> <li>2. Response to MS's letter.</li> <li>3. Duan Harding</li> <li>4. Q: John Lundin. Asked how green space came to be.</li> </ol> | <ol style="list-style-type: none"> <li>1. No PUD update since last update. No status change.</li> <li>2. Reference to Udo's letter in agenda.</li> <li>3. I just wanted to thank the board for all their efforts on behalf of the community.</li> <li>4. Kim explained it is properties that were donated to HICA by community members.</li> </ol>  | <ol style="list-style-type: none"> <li>1. Eric will reach out to PUD for updates.</li> </ol>                       |

| <b>Item Description</b>               | <b>Discussion/Questions/Decision</b>                    | <b>Action</b>              |
|---------------------------------------|---|----------------------------|
| Motion to move into executive session | Ray motioned, Roelof seconded                           | All else present in favor. |
| Back to open session.                 | Nothing to report. Don moved to adjourn; Steve seconded | Meeting adjourned.         |