

Hat Island Board of Trustees Meeting  
3616 Colby Ave PMB 335  
Everett, WA 98201  
(360) 444-6611

Saturday, November 18, 2023  
10:30am in person and via ZOOM

**Attendees:**

Erik Smith- President	Absent
Ray Stephanson- VP	In person
Don Stark- Treasure	Virtual
Kelly Dukes- Secretary	Virtual
Roelof Burger- Trustee	Virtual
John Lundin- Trustee	Virtual
Stephen Jefferies- Trustee	In person
Kim Gleason- Island Manager	In person

**Agenda:**

- Call the meeting to order
- Approve meeting minutes from October 15, and October 25, 2023
- Presidents update
  - Legal update
  - PUD update- The Board of trustees will be meeting with PUD on Nov 28, 2023
- Island Manager- Kim Gleason
- Treasurer's Report- Don Stark

**Old Business:**

- Don Stark- update on Development Guide for the community

**New Business:**

- Trustee- Steven Jefferies- proposal for new committee objectives

**Committee Reports:**

- **Nature Conservancy Report**
- **Safety Committee Report**
- **Long Range Planning Committee Report**
- **Water Committee Report- Roelof Burger- Board Chair**

**Community Input (3 minutes per owner)**

Ray: Called the meeting to order at 10:30am

Approve meeting minutes from Oct 15, 2023 and Oct 25, 2023.

Motioned was made to approved the meeting minutes from Oct 15, 2023

Motion was seconded

Erik Smith- President	Absent
Ray Stephanson- VP	Yes
Don Stark- Treasure	Yes
Kelly Dukes- Secretary	Yes
Roelof Burger- Trustee	Yes
John Lundin- Trustee	Yes
Stephen Jefferies- Trustee	Yes

All in favor, motion is approved.

Motion was made to approved the meeting minutes from Oct 25, 2023

Motion was seconded

Erik Smith- President	Absent
Ray Stephanson- VP	Yes
Don Stark- Treasure	Yes
Kelly Dukes- Secretary	Yes
Roelof Burger- Trustee	Yes
John Lundin- Trustee	Yes
Stephen Jefferies- Trustee	Yes

All in favor, motion was approved

### **Presidents Report- Ray Stephanson**

Legal update- Motion has been filed to combine the 2-foreclosure lawsuits which will help expedite the efforts.

PUD update- The Board of trustees will be meeting with PUD on Nov 28, 2023

### **Island Manager Report- Kim Gleason**

What a wonderful fall we have had on the island. Cold crisp days, often with Orcas circling the island, make us some of the luckiest people!

The staff continues to work on winter projects and surprise projects like the commons bathroom. We were recently alerted to a leak in the men's restroom. The water to the restrooms has been turned off and the maintenance team will begin to work on the repair next week. If past history of repairs on the island prove to be foretelling, the restrooms will be closed for some time. The use of galvanized plumbing supplies in construction may mean that we will need to replumb the entire building. Keep an eye out for updates in community emails.

Speaking of leaks! We recently had a company called Hydrevolution come to the island and do a check for leaks in our water system. The company who came out has been checking water systems for leaks for thirty three years. They check all of our main valves, standpipes and all the meter valves. This was done for all divisions except S, U and I as access to these too difficult at the end of October when he came out. In all he found small leaks in seven house services, one standpipe and one hose bib. Overall no major leaks were found. We have already repaired seven of the nine leaks found. We would not have found these leaks until they got bad enough to come to the surface and even then they might not have as they may have just gone down into the sand and not come to the surface.

As we get ready to celebrate with our friends and loved ones next Thursday, I want to say thanks for this community I call home. I especially want to give a shout out to the staff. They work hand in hand as a team to make sure that the communities needs are met. They work hard and are proud of the work they do for this community. If you haven't yet but would like to donate to the Hat Island Staff holiday fund, please contact me in the Hat Island office and I will be glad to assist you. Happy Thanksgiving!

### **Treasurer's Report- Don Stark**

Treasures Report for November 18, 2023

All payables are current and our reserves & operating income, as of 10/31/2023 are as follows:

Money Market/Reserves/Investments: \$819,342.70

CCB DNR Bond: \$1,509.00

Operating Income: \$567,015.89

Detailed P&L and Balance Sheets will be posted on-line for your review.

Respectfully,  
Don Stark  
HICA Treasurer

As previously approved, we have made our investments in Treasury Bonds. Approximately \$800,000 is making interest for the island.

### **Old Business:**

Don Stark- update on Development Guide for the community

Don Stark- The Board of Trustees has in its hands the Development Guide constructed by the Long-Range Planning Committee, with input from the Board, the ACC, the Nature Conservancy as well as other community committees. Barring any additional feedback from the Board or Long-Range Planning Committee, the previously approved Hat Island Development Guide will be sent for attorney review the week of December 4th.

Revisions for clarity and eliminating redundancy. Seeking the Board (new members and existing) to review and approve to send out. Suggestion to go to public review before going to our attorney for final review. Thanked all the community and ACC members helped participate.

### **New Business:**

Trustee- Steven Jefferies- proposal for new committee objectives

2 new committee/groups suggested.

#### **1. Hat Island 2044: Vision Committee -Steve Jefferies**

Briefly, I'd like us to create a committee whose focus is to think exclusively about the long term (20 year) future of the island. A sort of "moonshot" committee. This would be different from the work of the existing long-range planning committee that is working on developing and updating policies etc.

What we would like the island to look like in 20 years (2044). Lots of great ideas in the recent long-range planning retreat. Idea to capture those ideas and how we would achieve those objectives. Seeking participation from people who ideally would be here in 2044 to participate.

Discussion: Suggestion to merge this effort with the long-range planning committee. Achieves of what the island used to look like and what we want the future to look like. It has been hard to look much further ahead than 5 years, but looking ahead to 20 years is a great idea.

Laurie Gray F33

Suggest anything less than 3 years goes to our existing committee's and anything 5 year or greater stay with long term planning committee.

Sandy Bettencourt J19

We have Long Term Planning Committee (LTPC) , with the help of a consultant hosted a Strategic Planning Committee recently. The consultant suggested focusing on short term goals of 3-5 years. There has been work on long terms goals over the years. As

the Board changes with some frequency, it might be beneficial for new and old board members to reach out to the various committees so they can get a briefing of the historical work that the committees have been engaged in.

Kurt Kassahn J19

New board members should take the opportunity to get to speed on current issues, history, constraints. Once have a rough idea, have a community meeting to discuss further.

## **2. Communications Committee – Steve Jefferies**

Committee and subdivision.

I'd like us to examine ways to expand opportunities for idea sharing, discussion, and debate among the community. Presently, communications tend to be one-way from the office to the community and via email. In past years we had a publication that allowed this. How best to achieve the goal of improving communication to, from, and within the community would be the goal of this committee.

We mostly receive one-way communication from the office. Idea to examine how we can improve it. Emails, people don't get it, don't know when to look for it. Not everyone is on Facebook. How do people get their ideas out? We used to have a printed document it was a good way to share ideas. Reduce our reliance on emails. New technologies may be available to examine.

Discussion: perhaps use a bulletin board near the marina? sometimes we use printed fliers on the ferry, if we expand this type of communication, we would need to print more copies. Some community associations websites have a forum that is used for communication. Constant Contact was used several years ago, there is a fee associated with it, it was helpful. The dock is the perfect place to post this information. We do have bulletin boards at both ends and people were photographing the flies. Include history buffs people share ideas. Wendy Lee offered to help with communications.

### **Additional announcement:**

The fire department has just received a batch of COVID test kits available at the office for the community- these tests can be self-administered. Another test kit is for flu and COVID, which an EMT has to administer. Check in the office if you would like additional information or a self-test kit.

### **Committee Reports:**

#### **Nature Conservancy Report- Laurie Gray**

*Nature Conservancy of Hat Island HICA Board Report- Nov 18, 2023*

*This is an information only report. No action is necessary at this time.*

The Nature Conservancy has been busy the last few months with a variety of activities. We offered a number of educational activities in the busy spring and summer months including a Whale Event, Bird Walk, four Low Tide Beach Walks, and participating in the 4th of July parade. The Community response has been positive, encouraging, and we plan to continue these efforts in 2024.

The **Twin Cedars Nature Reserve**, previously known as lot KA, is starting to look like a nature walk site. The loop trail has been mapped out, clearing has been started, and now that much of the summer underbrush is dying, we plan to continue to clear and smooth out the 3-foot trail and put down wood chips to make it visible and easy to walk through.

**Today at 1:00 pm** we invite the Community to join us in a work party to continue these efforts. Wear gloves, bring shovels and wheel barrows, pruners and clippers and join us! Remember this site is located at the intersection of Tulalip Way and Everett Way. You can't miss the sign that says ***Twin Cedars Nature Reserve – coming soon***. Come see what we've done, even if trail clearing isn't for you. We are looking at a variety of ways to offer interpretive signage and information on the native plants and trees on the site so that Community members can enjoy and learn a little about the amazing environment we have on the island. Three benches have been donated (2 from Roy Short and 1 from Chuck Thurman) and will eventually have a place on this site for sitting, watching, and listening. We also plan to plant more native trees and plants to further the beauty of the site.

We would also like to thank the Board and the Finance Committee for supporting our budget requests for 2024. If the budget passes, we will have some resources to do a variety of projects including signage, purchasing native plants and trees, bringing experts to the Island, and matching grant funds.

Save the date for another Audubon Christmas Bird Count. **Monday January 1, 2024**. Hat Island has been participating in this project for several years and always has an impressive number and variety of species.

Thank you,  
Laurie Gray, Committee Chair

**Safety Committee Report- John Gray**  
Safety Committee Report November 18, 2023

Committee Members:

Alan Dashen  
John Gray, Community Chair: [johngray425@gmail.com](mailto:johngray425@gmail.com)  
John Hammel  
Judy Lee  
Mike Worthy  
Ray Stephanson, Board Representative  
Additional members are desired

## **AED PROJECT**

The Safety Committee is participating with the Fire Department to improve the community's accessibility to AED's (Automatic External Defibrillators). AED's require little prior knowledge to effectively use. The current AED's are: outside the Hat Island Office, inside the Yacht Club, H-Division and U-Division. The Fire Department received a grant to purchase two AED's and weatherproof boxes. One will likely be located at the golf course shack at hole number 1 to serve the west side of the golf course and adjacent divisions. The second will likely be at the outside of the Fire Station's main entrance to serve the maintenance shop, the east side of the golf course, and the adjacent divisions. The Fire Department's Auxiliary Team is considering buying two AED's. These would likely be located at The Commons/Volunteer Garden and the sport court.

The Safety Committee encourages divisions and clusters of owners, especially at I-Division, N-Division and W/J-Division, to buy an AED and make it accessible to everyone.

Discussion: Cost approx. \$1,500 each. There are several varieties/models. The machines are pretty self-explanatory of how to operate. If you have an ECD on your property and have it signed, send a picture to the office and we will ensure that the fire department has the map to its location. Should additional AED's be purchased and placed on community property can the island have maintenance staff install them? The request should come to the Board and expect that a favorable response to install.

## **EMERGENCY PREPAREDNESS**

The Safety Committee is participating with the Fire Department in updating the community's plan for emergency preparedness. This is a large project. The Fire Department has asked for assistance from the Snohomish County Department of Emergency Management to help frame the plan. The Safety Committee is seeking interested owners in helping create parts of the plan.

### What is currently being developed:

- The Fire Station is the island's Emergency Operations Center. The fire station will open to provide service and assistance to the community during an extended power outage and anytime that people are displaced.

- Notifications. Currently the sirens and email are the methods for notification and these needs to be expanded.
- Fire is the number one threat. The fire department is training for this and adding new tools. Prevention by the community is very important. More educational resources are coming.
- Education for personal preparedness.
- Exploring the idea of having emergency shelter resources at the fire station.

**Long Range Planning Committee Report  
Kurt Kassahn- Chair of the LRPC**

The long Range Planning Committee added 2 new members, Nate Moyal and Roy Short.

**Water Committee Report- Roelof Burger- Board Chair**

Water Update 11-14-23

Water produced in Oct:

	Oct	YTD
Wells	366,080	4,463,100
RO	31,576	805,148
Totals	397,456	5,268,248

During Oct the Wells performed as expected and the RO production was 31,576.

The production from this period was 19% less than Oct of last year.

The water mix was 92% wells and 8% RO.

The YTD produced is 18% more than the last 2 years avg of their YTD amount.

Discussion: What chemicals are left after the R/O processes water. Response- it take out almost everything. Question, how many water hook ups left on our existing R/O?

Answer: Over 100, but would Kim would need to look up exact numbers.

**Community Input (3 minutes per owner)**

Sharon Meadows A24

No raise of assessment- but everyone needs to vote. percentage need to vote enable the budget to pass.

**Joseph Singh -Lot 68J & 67J**



Dear, Board of Directors & Hat Island Community Owners,

I hope this letter finds you well. I am writing to address some concerns I have regarding the current guest visitation rules for property owners within our community. While I understand the importance of maintaining a well-regulated and secure environment, I believe that the existing rules are overly prohibitive and place unnecessary limitations on property owners and their families.

First and foremost, I'd like to emphasize that as property owners, we have certain rights and expectations when it comes to utilizing our property. These rights extend to our families and loved ones who should be able to visit and enjoy the property as well. The current guest visitation rules appear to infringe upon these rights, making it unduly challenging for property owners to share their homes with family members.

One of the primary issues I have identified is that the rules disproportionately affect new property owners who may not have an established network of friends or connections on the island to host their family members. The requirement that an owner be present for their family member to visit creates an unnecessary and unmanageable barrier for those who do not have a local support network. This creates an uneven playing field and disadvantages certain property owners.

I want to clarify that I am fully supportive of the need for transparency and accountability in our community. I believe it is essential for all property owners to register their guests and family members to ensure that everyone entering the island understands and adheres to our rules and regulations. However, I have reservations about the imposition of fees for hosting family members on our property. It appears as a clever way of limiting our rights as owners to have our family members support and experience the island.

I would like to propose a reconsideration of these guest visitation rules to strike a fair balance between security and the rights of property owners and their families. By doing so, we can ensure that our community remains a welcoming and vibrant place for all who call it home.

I am more than willing to engage in open and constructive dialogue to find a solution that addresses these concerns and maintains the integrity of our community. Your consideration of these points is greatly appreciated, and I look forward to working together to create a more equitable and inclusive guest visitation policy.

Thank you for your attention to this matter.

Sincerely,

Joseph Singh

Lot 68J & 67J

Discussion: Joseph did identify a discrepancy in how our policies are written. The office worked with the owner and clarified some misunderstanding. Your family can be on the island. Marina language guest boat own has to be on the island. The office is clearing up the language.

Kelly: I will place links in the meeting minutes to enable the community to easily locate the policy.

Hatisland.org- Document Library

<https://hatisland.org/document-library/>

Visitor Protocols and Agreement

[https://www.hatisland.org/wp-content/uploads/library/guest/visitor\\_guidelines.pdf](https://www.hatisland.org/wp-content/uploads/library/guest/visitor_guidelines.pdf)

Copy of the policy as listed in the above links:

Hat Island Visitor Protocols

Hat Island is a Private Community. As such you must be an invited guest of an owner to visit the island. Here are the current visitor protocols.

Ferry

Family (defined as adult children, grandchildren, parents and siblings): May ride the ferry as a guest of the owner, without the owner being on island. If the owners are not on island, they must fill out visitor protocol paperwork available on the ferry or at the Hat Island Office.

Friends and Guests: May ride the ferry as a guest of the owner. The owners must meet them at the ferry and be on site.

Kim: The HICA website has an Events Link. This is a great way to see all the upcoming activities. Cargo runs every Sat (except 12/9 for holiday party) Julie Warner is working on updates to the website.

Working with the Port of Everett for 3-year moorage for the ferry and for island parking. Rates are going up, and is captured in the 2024 budget proposal.

Ray: Requests a motion to move adjourn

Steve: Motions to move into adjourn

Roelof: Seconds

Erik Smith- President	absent
Ray Stephanson- VP	Yes
Don Stark- Treasure	Yes
Kelly Dukes- Secretary	Yes
Roelof Burger- Trustee	Yes
John Lundin- Trustee	Yes

Stephen Jefferies- Trustee            Yes

All approve

11:47am Meeting adjourns