

**TAPPS ISLAND ASSOCIATION**  
**BOARD MEETING MINUTES**

*February 25, 2010*

**The meeting was called to order by President Don Lisko at 7:00 P.M.**

**Roll Call/Attendance:** Present: Don Lisko, President, Sandy Shuman, Perri Nieman, Jeff Krueger, Ralph Mason. Rich Kumar was not present for roll call. Rich Kumar arrived later in the meeting.

Absent- Jon Bial. Also absent was Kim Harlington with proxy to Don Lisko. Also present-John Clark, General Manager.

**Approval of Minutes:** Jeff Krueger moved that the minutes of the January 28, 2010 meeting be approved. Perri Neiman seconded. Approved.

**Open Session:** No comments.

**Treasurer's Report:** Submitted by Perri Nieman

A recap of the financial results for the month of January 2010 discloses a net operating profit of \$4,764 against a budgeted loss of \$3,233. The same period in 2009 showed an Association net loss of \$29,887. Our cash position as of January 31, 2010 was \$346,343. Total in the Operating Account was \$209,991 and \$136,352 in the Reserve Fund. The accounts receivable amount was in an acceptable range. Jeff Krueger moved to approve the Treasurer's Report, subject to the annual audit. Sandy Shuman seconded the motion. Motion passed.

**Golf Course Committee:** Submitted by John Clark

The golf course is off to a much better start this year. More favorable winter conditions for play in the El Nino resulted in profitable January. The Super Bowl scramble was a success with a sold out event followed by buffet in the club room. The marketing software is showing results with increased play. Golfers can sign up on the web site for birthday club and other promotions as well as being kept up to date on golf events.

**Restaurant Committee Report:** Submitted by John Clark

The restaurant has made some improvement in gross margins. Increased sales would help offset labor cost. The Sunday buffets continue to grow in popularity and the flat iron steak special at \$9.95 has been extended from Monday through Thursday. The Lakeside Grill will continue to work on value promotions to increase sales during the slower winter season.

**Landscape/Beautification Committee Report:** Submitted by Sandy Shuman.

The Committee met on February 22. After the meeting the committee added primroses to the clubhouse planters to add some spring color. Yard of the month winner for January was Dan and Jackie Cole of 3304 204<sup>th</sup> Ave Ct. Earth Day posters and flyers were designed by Barbara McKinney and are now being distributed. The Islander will feature an article about Earth Day events and activities. Upcoming events include replacing cordyline in the restaurant deck pots, refurbishing the pool flower pots, planting the railroad cart by the boat launch and the big Earth Day event. The committee did a walk around of the grounds and created a list of items including weeding, pruning, and removal of some dead and overgrown areas for staff to follow up. The removal of some of the fir trees around the golf cart storage area and putting green was discussed and passed on to the full board to consider. The committee preferred to have a larger discussion on the issue. The next meeting will be held on March 15 at 1:00 pm in the club room. Anyone wishing to participate in Earth Day is encouraged to bring sketches of areas they wish to work on and help plan the Earth Day activities. All residents are encouraged to participate in the Earth Day event. The committee is encouraging residents to participate in the groups, pick an area in your neighborhood to work on or assist a neighbor in need of some help with their landscaping. This is an event for everyone in the community to participate.

**ACC Committee Report:** Submitted by Don Lisko.

The committee reviewed plans for a basketball court requested by a resident and a complaint letter from a nearby resident. The committee referred the matter to the full board for discussion. The Board considered the areas of concern for the resident. After lengthy discussion of applicable rules and regulations as well as the Architectural Control Committee guidelines the basketball court was approved. The ACC will be doing a comprehensive review of ACC guidelines and making recommendations for amendments to the Board as the year progresses.

**Security Committee Report:** Submitted by John Clark.

The monthly incident report was circulated for review. The committee reviewed the new standard operating procedures for the Security staff. Due to recent activities on the outer island security will be patrolling the outer island multiple times every shift. Maintenance staff has opened up several "secret" areas on the outer island so they are more visible to walkers and joggers. We are encouraging residents to report any suspicious activity, fires, or vandalism to Security or the General Manager. The board discussed continued efforts to make the outer island a clean and safe environment for all residents to enjoy. There will be an upgraded camera at the security guard house that will record license plates more clearly to assist in improved security. Guards are not on the gate all of the time. When they leave for a call or to make patrols they are now required to sign in and out and detail where they are if not on the gate. When guards are on the gate they are to come out of the guard station and stop vehicles that do not have a Tapps Island sticker. Any visitor's license plates are to be recorded along with their destination. Island residents have complained of Security officers not coming out of the guard house. New recordings and documents will verify procedures are followed.

**Water Committee Report:** Submitted John Clark

The Water Committee is waiting for the final approval from the Department of Health on the construction documents to begin bidding and construction on the treatment and corrosion control upgrades. The new pump house and treatment building plans have been completed and are available if residents want to see what they will look like. The buildings are an attractive rough cedar siding with design that is similar to the post style of the club house with similar roofing to the clubhouse. The Cross Connection Control plan is due on March 11, 2010. The intertie removal from the irrigation system is complete and the Cross Connection Control plan is being reviewed by the committee for submission prior to the deadline.

**General Managers Report:** Submitted by John Clark

The web site now has a member link on the home page. We will be posting messages of interest so Tapps Island residents can see what our current areas of interest may be at any given time.

Progress on permitting for the emergency bulkhead repair has been difficult due to complex permitting coordination between Corps of Engineers, Fish and Wildlife, Pierce County and Department of Ecology. We have several bids in hand and expect to begin work the first week of March. The work has to be completed by the first week in April due to lake levels coming up. The reserve budget will be completed as soon as we have the final estimated costs for the water system and bulkhead repairs. In the meantime minimal expenses will come from the reserve fund.

**Old Business:**

The Committee to review policy on multiple lot ownership and membership representation has no report at this time.

The ACC will continue to work on weight restrictions on island roads and impact fees for remodels that involve substantial heavy traffic to island roads.

**New Business:**

Upon recommendation by the landscape committee for additional input there was lengthy discussion about the pros and cons of removing 3 or 4 trees around the cart storage area, pool and practice greens. The issues are maintenance, damage to the practice green and aesthetic value. The Board took a straw poll of those present and decided to discuss it further as well as allow the members that were absent to express their views and seek additional resident input.

Dealing with maintenance of island common area trees was discussed. The pros and cons of a contract for year round work as opposed to hiring the work when needed were topics of discussion. We have a little over \$20,000 in deferred maintenance on the island tree trimming and removal of dead trees. The board requested the GM to incorporate a timeline and more detailed plan as well as insuring that multiple bids are incorporated into the plan.

The GM presented a water rate study for review. The rate study demonstrated that we continue to keep our rates below Bonney Lake and all others surveyed. The conclusion is the water rates on Tapps Island is a good value.

The Board of Trustees took the following action on the requirements to approve funding for the Water System which will exceed 10% of the prior year revenues.

*Whereas; Tapps Island is under a compliance order by the Washington Department of Health to implement treatment and other improvements to the water system.*

*And, whereas; expected capital costs will exceed 10% of the prior year gross association receipts.*

*Therefore; In accordance with Article V, Section 6, of the By Laws of Tapps Island Association, the Board of Trustees hereby approves funding for the improvements to comply with the Department of Health Order.*

*Motion made by Ralph Mason. Seconded by Rich Kumar. Motion passed.*

*There was discussion on Annual Meeting requirements that will be addressed again in the future under Old Business.*

#### **Executive Session:**

Rich Kumar motioned to adjourn to Executive Session at 9:55 P.M. Sandy Shuman seconded the motion. Motion passed.

Jeff Krueger motioned to return to the regular Board meeting at 10:12 P.M. Sandy Shuman seconded the motion. Motion passed.

#### **Adjournment:**

Jeff Krueger motioned to adjourn the meeting at 10:13 P.M. Ralph Mason seconded the motion. Motion passed.

**Next meeting scheduled for March 25, 2010.**