

## BOARD MEETING MINUTES, May 11, 2024

Board Members Present: Judi Shellenbarger, Hal Hovey, Dick Graham, David Bernardy and Dennis Titus



Community Members Present: Dave Shellenbarger

1. JS Called meeting to order at 9:39 and established a quorum.
2. Reading of preceding meeting minutes – HH moved to waive the reading, DG seconded – All in favor.
3. Officer and Committee reports
  - a. President opening comments.
    - i. Todd and Linda Albi have not been included on some of the recent email announcements. JS and DT verified that they have been added to the distribution lists. If anyone else is not receiving announcement emails regarding the water system or board minutes please let one of the board members know so we can update the distribution list.
  - b. Treasurer Report
    - i. HH gave a financial update. See the attached treasurer's report.
    - ii. Transfer of funds from the Operating Fund to the Saving Fund will be completed before the next monthly meeting.
  - c. ACC Report
    - i. There were no new projects over the last month.
    - ii. Howard Bledsoe has been appointed as Member at Large to fill the vacant ACC position.
    - iii. A request was submitted to the ACC and board asking if paving a private driveway required ACC approval. The project was discussed, and a motion was presented to approve the paving project. After further discussion the motion was withdrawn, and it was recommended that the paving project be formally submitted to the ACC as a category B project.
  - d. Water Coordinator Report
    - i. JS gave an update of the water system. See the attached Water Coordinator's Report.
    - ii. A water flush will be completed on May 16 between 9-12. The flushed water will be used for irrigation. JS to talk to affected property owners.
    - iii. The damaged water meter for lot 1A was replaced.
    - iv. Additional electrical repairs are still required for the well house. The electrician has not been responsive. JS will continue to try to contact him.
    - v. Northwest Water is in the process of updating the Sky Meadows contract. Monthly cost increases are expected. The base cost depends on the number of site visits required per week. JS and DG will meet on site the week of May 13

with the owner of Northwest Water to discuss our water system and its specific needs. After the updated costs are provided HH will review the operating budget.

- vi. A lead and copper study will be required for each property by Oct 16. The requirements of the study and responsibilities of each property owner are unknown at this time and will be discussed during the upcoming meeting with Northwest Water.
- vii. A drought has been declared across most of Washington State. A drought map was presented showing Whidbey Island outside of the drought area. Drought and weather were discussed. It was determined to table further discussions on drought and it can be revisited if the drought map is revised.

4. Unfinished Business

- a. None

5. New Business

- a. Paving of private driveway discussed above in the ACC report.

6. HH moved to adjourn the meeting. JS second - All in favor.

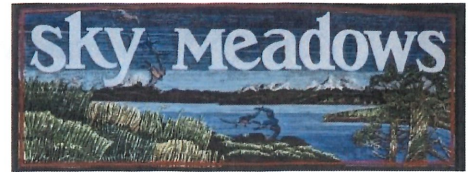
**10:25 AM Meeting adjourned.**

**Next Board Meeting:** 6/15/23 9:30AM Shellenberger Residence; the Community is invited to attend.

Minutes prepared by Dennis Titus, Secretary, Approved by SMCA board.

# Sky Meadows Community Association

## Treasurer's Report – (as of April 30, 2024)



**TOTAL ASSETS - \$44,015.26 (increase of \$780.25 since 2/29/2024)**

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**OPERATING FUND – Balance \$37,014.48**

**Income - Deposits & Interest**

3/06/2024	-	\$300.00
3/18/2024	-	\$4,500.00
3/22/2024	-	\$600.00
3/30/2024	-	\$0.62 (Interest)
4/03/2024	-	\$1,434.93
4/12/2024	-	\$1,932.42
4/30/2024	-	\$0.61 (Interest)
<b>Total Income</b>		<b>\$8,768.58</b>

**Expenses - Checks, Direct Withdrawals & Bank Fees**

3/11/2024	-	\$100.90 (Check 1317 JS - Supply Reimbursement)
3/14/2024	-	\$62.00 (Check 1314 Whidbey Island Water Association)
3/18/2024	-	\$604.00 (Check 1313 NW Natural Water Services)
3/18/2024	-	\$4,090.03 (Check 1315 NW Natural Water Services)
3/19/2024	-	\$320.00 (Check 1316 HH – WSCAI Membership)
3/27/2024	-	\$356.45 (PSE Direct Withdrawal)
3/27/2024	-	\$41.34 (PSE Direct Withdrawal)
3/30/2024	-	\$5.00 (Business Paper Statement Fee)
4/11/2024	-	\$1,914.62 (Check 1318 NW Natural Water Services)
4/12/2024	-	\$182.00 (Check 1319 USPS P.O. Box Rental)

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4/26/2024	-	\$376.86 (PSE Direct Withdrawal)
4/26/2024	-	\$20.25 (PSE Direct Withdrawal)
<u>4/30/2024</u>	-	<u>\$5.00 (Business Paper Statement Fee)</u>
Total Expenses	-	\$8,078.45

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**SAVINGS FUND – Balance \$7000.78**

Income

2/29/2024	-	\$0.11 (Interest)
<u>3/30/2024</u>	-	<u>\$0.12 (Interest)</u>
Total Income		\$0.23

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Hal Hovey



Sky Meadows Community Association Treasurer  
5/10/2024

# Water Coordinator's Report

## Water System Report - May 11, 2024

- a) abnormal/unusual usage reports - nothing to report at this time
- b) water quality reports - have not received any
- c) a description of any notable repairs and maintenance activities  
new water meter was installed at lot 1-A
- d) notice of upcoming system activities and/or maintenance.
  - Electrical repairs/replacement of electrical parts in well house, ongoing issues.
  - Meeting Monday May 13 with JJ from NWNatural Water to answer questions regarding contract, lead and copper service line inventory
  - New Contract will result in a base fee of \$1100 a month for 3 times a week service. Currently we pay a fee of \$395 a month for 3 times a week service. We will also be charged a mileage fee.
  - May 16 from 9-12 there will be a system flush. Plan ahead as water will not be available while this is going on.
  - Let's be proactive and be mindful of our water usage this summer. A drought has been declared for the state and this website can be helpful. Please pay attention to your water usage. <https://doh.wa.gov/community-and-environment/drinking-water/drinking-water-emergencies/drought>
  - With a drought declared, and our cost of supplying water to the community rising, perhaps it is time to revisit our fee schedule for water usage

I have not received recent invoices from King Water/NWNatural Water since

I usually receive a copy of any invoices, reports, etc. from NWNWS/King water and Jerry Beck Co. or any company that works on the water system from the treasurer. These go in the water system files and I can refer to them if I need to.

Respectfully submitted, Judi Shellenbarger