



Cape George Colony Club

**TRUSTEES
BOARD MEETING
Thursday, April 25, 2024, 3:00 p.m.**

Via Zoom and in-person at the Clubhouse

Regular Board of Trustees Meeting

Agenda

Thursday, April 25, 2024, 3:00 P.M.

In-person at the Clubhouse and on Zoom

- A. President's Comments and Announcements – Betsy Coddington
- B. Action on Minutes – Pat Gulick
 - 1. Approve minutes of the regular Board Meeting dated March 28, 2024. Attached.
 - 2. Approve minutes of the Special Board Meeting dated April 17, 2024. Attached.
- C. New Members – Pat Gulick.
- D. Letters from Members – Marnie Levy.
 - Letter from Varn Brooks – attached
 - Letter from Helen Fanucci – attached.
- E. Manager's Report – Marnie Levy. Attached.
- F. Treasurer's Report – Nancy Charpentier. Attached.
- G. Information items or documents submitted to the Trustees at Study Session
 - 1. Maintenance support personnel search. We are currently advertising for two part-time positions. One is a for a Maintenance and Operations Assistant to work and train with our Maintenance Caretaker Donnie Weathersby. The second is for a seasonal employee, also part-time who will work on maintenance landscaping for the hire date (ASAP) through September. – Marnie Levy
 - 2. Assessment and Fees: Please pay by auto-payment or mail your check to Community Financials. If you need help to set up auto-pay please contact the office or Nancy Charpentier, our treasurer, treasurer@capegeorge.org. Always include your account number and your address in Cape George on your check. For the time being we will accept checks in your payment envelope and will mail them to Community Financials by one- or two-day delivery. Please do not pay by cash in the office. – Marnie Levy.
 - 3. New water meter head installation – Marnie Levy. We will be starting the water meter installation. We are looking for volunteers to help check and clean meter boxes before we start the installation process. Please contact the office to volunteer. Sen us an email office@capegeorge.org or call 360.385.1177. – Marnie Levy.
 - 4. We are continuing the soft flush process increasing the weekly flush to two or three days a week. Watch for email blasts to know the dates in advance – Ken Loomis, Water Manager, 360.731.6444.
 - 5. The water filtration tanks will be delivered in about three weeks. – Marnie Levy.
 - 6. Red Barn Structural Analysis. We have received a preliminary report and are discussing next steps. Access to the Barn is strictly limited at this time. If you need to access the barn please contact Marnie Levy, manage@capegeorge.org. – Marnie Levy.

H. Member Participation:

NOTICE: The President will ask members that have called into the Zoom Meeting that are listening to the Board Meeting to come forward with any questions, comments, compliments, or concerns. We encourage and wish to promote member participation with the following stipulations: Each member may speak once on any given topic until every member that wishes to speak has done so. Each member may have one rebuttal with a 2-minute time limit on the same topic. If another topic is raised the same procedure will follow. **Note: The Board of Trustees will not hear or discuss owner violations or owner account issues. They must be addressed in a separate hearing.**

I. New Business Agenda Items (*Consider approval of the following listed agenda items*)

1. Motion to submit the proposed revision to ByLaw Article III, Paragraph B, Section 1, as attached, to the Membership, for a vote in the ballot mailing being produced by the Election Committee – Nancy Charpentier.
2. Motion to accept the proposed changes to Rule FIN04 as attached – Nancy Charpentier.
3. Motion to approve the Ronin Tree removal proposals dated April 10, and April 17, 2024 – (with the exception of the removal of trees at 55 Queets), in the amount of less than \$10,000. – Bart Mooyman-Beck.
4. Motion to post the proposed Rule change for PP02 Lot Mow for Member review and comment following this Board meeting, with the intent of voting on its acceptance at the May meeting – Nancy Charpentier.
5. Motion to alter the traffic pattern at the Village Mail Kiosk, changing the flow to entry from Dennis Blvd and exit to Alder St. – Nancy Charpentier.

J. Open Board Discussion – Trustee Discussion Only

K. Committee Meeting Notes and Minutes.

- Building and Roads Committee, April 5, 2024
- Environmental Committee, April 9, 2024
- Fitness Committee April 12, 2024
- Marina Committee, March 3, 2024
- Pool Committee, April 2, 2024
- Strategic Planning Committee, March 18, 2024
- Strategic Planning Committee, April 1 2024

L. Announcements:

- Thursday, April 25, 3 p.m., clubhouse and Zoom – Board of Trustees Meeting

- Thursday, April 25, 7 p.m., clubhouse – Environmental Committee presentation with Ali Redman, Aquarium Curator of the Port Townsend Marina Science Center – and the movie My Octopus Teacher.
- Friday, April 26, 2024, 12 p.m. – 1 p.m. – Northwest Straits Shoreline Program information meeting at the clubhouse followed by a beach walk. For more information, contact Steve McDevitt, geronimo6930@gmail.com.
- Wednesday May 8, 9 a.m. – 12 p.m. CPR and First Aid Class – Sign up in the office.
- Study Session – Monday, May 20, 2024, at 3 pm via Zoom and in person at the Clubhouse.
- Board meeting - Thursday, May 23, 2024, at 3 pm via Zoom and in person at the Clubhouse.

M. Adjournment. The meeting will be adjourned, and the time noted.

Cape George Colony Club
Regular Board of Trustees Meeting Minutes
Thursday, March 28, 2024
3:00 p.m. Board Meeting

The Meeting was called to order by Board President Betsy Coddington at 3:00 p.m.

Board Members Present: Betsy Coddington, Nancy Charpentier, Ray Pierson, Mike Heckinger, Steve McFarland, Bart Mooyman-Beck

Also Present: Marnie Levy, General Manager, Roseann Warner, Office Administrator, and members on Zoom.

Letters from Members – Ben Fellows, regarding reserve bylaw change.
Dianne Tamblyn, Nominating Committee

Action in Minutes – Betsy Coddington.

- Motion to approve minutes February 23, 2024, Board of Trustees Meeting Minutes. Pat Gulick made a motion to approve, Ray Pierson seconded. 6/0
- Motion to approve minutes March 6, 2024, Board of Trustees Meeting Minutes of the Special Bylaw Change, Pat Gulick *made the motion to approve, Ray Pierson seconded.* 6/0

Manager's Report Management Report, March 2024

Manager's Report—March 2024

THANK YOU!

Thank you, Donnie Weathersby, for coming to work on the worst weather days to clear roads and keep water moving through the Highlands.

Eric Kolbe, happy one year anniversary at Cape George Colony Club. Your landscape work, eye for specific repairs and maintenance that need to be done throughout Cape George is noted and appreciated. Replanting on the picnic lawn "lake" area, pool area cleaning, dead tree and brush removal are a few examples. Thank you!

Thank you to the Social Committee for hosting 83 guests at the St. Patrick's Day feast. Corn beef, yummy side dishes, and delicious St. Patty's Day desserts made a bountiful buffet for the festive crowd. Guinness was the most popular beer, by far! Thank you to everyone who helped host a great Cape George event and thank you to everyone who attended!

Thank you to Chuck Hommel and his merry pack of trail stewards: Patty Dunmire, Bernt Ericson, Brian Etscheid, Rick Kelley, Jim McCallum, and Peter Niles, who are back in action building the Victoria Loop/Marina trail and maintaining the Ravine and Huckleberry trails. The Steps they have built, and continue to maintain, on the steep trails have made nature more accessible and safer for Cape George walkers!

Thank you to Carol Chandler who reaches out to the new Cape George Members Welcoming them to the community with a welcome packet full of useful information for first-time residents!

Thank you, Terri Brown and Sue Dunning, for helping us to get up to speed on the newsletter production.

Reserve Funding

We are talking about our reserve funding plan and the bylaw which limits the increase of 2.5 per year without a vote of the membership. This will be on the election ballot in June 2024.

The Cape George Bylaws Article 111.B.1 states that the ... “reserve assessment may be increased each year without a vote of the members if it is not more than two-and one-half percent (2.5%) above reserve assessment for the previous year, with the actual amount determined by the board.”

Most Cape George Members agree that the reserve funds for all three operation centers (general, water, and the marina) are currently underfunded. You will hear two or three recommended funding plans in the Study Sessions and Board Meetings before the ballots go out in June.

The Fitness Center Open House – will be held on February 17, from 3:00 to 4:00 pm. Come to the Fitness Room for a hands-on orientation on how to use the fitness machines and equipment.

In addition, the Fitness Committee is hosting a social gathering, with refreshments, in the Club House from 3:30 to 5:00 pm in conjunction with the Fitness Center Open House.

Reserve Funds – When the budget for 2024 was being discussed, the Board stated that they would propose an increase in reserves to ensure the three operational centers are adequately funded to maintain Cape George assets. The Board and Management encourages you, as a homeowner, to gain a basic understanding of reserve funding and what it means for you and Cape George Colony Club now, and in the future. Get in touch with me, or any board member, for more information. This will be an open discussion over the next few months, and we hope you will participate!

Shoreline Protection – We have had king tides, combined with storms and high winds. Winter months present the greatest test to our shoreline. The Shoreline Protection Committee continues to monitor the impact of storms and tides. We met with the Northwest Straits Foundation in December. They will come to Cape George to evaluate our coastline protection. This will be an opportunity for Cape George homeowners to meet them and learn about some of the resources available to homeowners to help protect shoreline assets.

Walkers be careful – I received a request to remind walkers in Cape George to face oncoming traffic and keep your dogs on your right side, close to the edge of the road.

Maintenance

- Memorial Park – Diseased and fallen trees were removed and trimmed on the Memorial Park hillside. This work was completed to remove dangerous trees and to protect the hillside.

MARCH 28, 2024, DRAFT MINUTES / BOARD OF TRUSTEES MEETING

- The septic systems at the Clubhouse and Office were inspected and routine maintenance was performed.
- Colman Drive – Eric trimmed the bush that was partially blocking the Sunset/Colman intersection.
- Fitness Room – New fans and electronic controls have been installed in the Fitness Room. One of the fans is not working as it should. The vendor will let me know when they will make that repair.
- Pool – The pool was closed briefly due to some mechanical issues and a drop in temperature. The pool was opened the same day.
- Pinhole leaks in the water filtration tanks were repaired by a licensed welder in December and January. A new water filtration system will be proposed in the January Meeting.
- There was a mainline water leak on Quinault Loop on January 26. Thank you to Donnie, Eric, Ken Loomis, Carl Berger and Stewart Pugh for excavating and fixing the leak.
- Our Goal is to build the reserve funds so that the community can be maintained without having unexpected one-time special assessments to take care of the assets that everyone knows will need to be repaired and/or replaced over time.
- Treasure Nancy Charpentier will present the proposed Reserve Bylaw Revision in the Board Meeting. If the Board approves a revision at the Board meeting, it will go to the membership for comment. If the board does not approve, a Special Meeting Scheduled to continue the discussion. Thank you so much to Nancy, Bart, John Strayer and the Finance Committee who have all worked to design, adjust, and engineer this proposal.

ON THE WATERFRONT

- The main water line flush has resolved most of the problems of discolored water. If you experience discolored water, please try flushing water through your outdoor water spigot or hoses. If the cold tap water continues to be cloudy or discolored, please contact the office and Donnie or Ken will take samples. Thank you for your cooperation and patience with this process.
- Most of the current residential water meters have been located and unburied. We are waiting for the water meter auto readers to be shipped. When they arrive, the installation will begin.
- We jumped the line for the 30-gallon filtration tanks. The Vendor is waiting for additional parts to complete the water system. When they are complete the tanks will be shipped and installed. Our best guess is late April.

BERM

It came to my attention that people have been crossing the berm near the clubhouse. Several paths (depressions) in the berm are growing. All Cape George members should be aware of the fragility of the berm and also know that the berm will need continuous funds for repair if people choose to talk over the berm.

People ask why we can't install a berm crossover by the clubhouse. We have looked into this,

and it would be very expensive, require (costly) permits, and might even accelerate erosion due to the force of the tides.

We will all keep an open mind and if a solution seems feasible, please let me know!

BELOVED BARN

Management is not condemning the Barn. Management loves the Barn. Management wants the Barn to be safe and to limit the possibility of injury in the Barn. Please be patient as we evaluate the Barn, the state of disrepair it is in, and, with membership input, seek solutions to stabilize, renovate, or if the Cape George Members see fit, remove the barn.

POOL

The dehumidifier is repaired. Thank you, Mike Volkman and Donnie, for assisting in the most recent repair.

EMERGENCY PREPAREDNESS COMMUNITY MEETINGS

Susi Feller and Mark Thayer will conduct community meetings at the Clubhouse, to discuss homeowner preparedness for evacuation and sheltering in place if there is a community-wide emergency.

Tuesday, April 16:

4-5:30pm, The Highlands

6:30—8pm, All Members

PRESENTATION BY THE NW STRAITS FOUNDATION

In April, in conjunction with the Shoreline Stewardship Committee, the NW Straits Foundation will be onsite to do a low tide beach walk to look at our bluffs and share ideas with Cape George Members for protection the shoreline on the beach, and on residential properties on the top of the bluffs.

The time and date of this presentation will be announced shortly.

MAINTENANCE AND NOTES

- A rain gutter was installed at the Colony mail kiosk.
- Portable traffic barriers were purchased for the colony Mail driveways. Please be considerate of our Mail Carrier Ernie. He does a wonderful job and appreciates the community support.
- When packages are left at the mail kiosk in the open, they are from a carrier other than Ernie.
- Violation letters have been sent for illegal structures, unshaded night lights, dogs being off leash, and for rolling through a stop sign.

PROPOSALS

- **Top-Coat Pickleball Court resurface proposal—\$7,750.00.** The Water advisory committee will be testing main water pipes in different areas Cape George CC to determine pipe wear to better estimate replacement time frames. The attached proposal includes removal of two trees on the common area which will be removed by Cape George staff.

Thank you for everything you do to help make Cape George Colony Club a great place to live!

Marnie Levy, General Manager
manager@capegeorge.org
360.3852208

Treasurer's Report – Nancy Charpentier

COMMENTS ON FEB. 2024 FINANCIALS

Balance Sheet

Being just two months into the year there's not a lot of activity on which to report, however the comparison to 2023 does reflect the increases this year to the water and marina fees as well as timing differences from budgeted vs actual expenses.

Income Statement

Overall observation:

We are processing on budget, and only 2 months in we do have some variances in actual expenditures compared to budget which will come together as the year progresses. For items such as supplies and small tools we have an annual budget which is just split evenly over 12 months, but the actual purchase activity will result in some months being over budget, others under. So far there are no red flags in our expenditures that are cause for concern when compared to the budget for the year.

A) General Operations:

We are proceeding with the budget, with the actual fluctuating in some areas as noted above, but nothing to report yet in terms of excess expenditures.

B) Water Operations

Revenue compared to last year reflects the 20% increase in user fees that was initiated in February. We do anticipate greater expenditures this year than last with regards to supplies and contracted services, however those were budgeted, and we'll be watching those expenditures carefully as the year progresses.

C) Marina Operations

A Reminder that the Marina revenue is booked as it is received for the year, so as the payments conclude in March the revenue from Moorage and Parking should catch up to budget. The Variance from last year is in line with the increase in Marina user fees that begun this year.

MARCH 28, 2024, DRAFT MINUTES / BOARD OF TRUSTEES MEETING

CAPE GEORGE COLONY CLUB

As of Feb 29, 2024

		Balance Sheet as of February 29, 2024 and February 29, 2023 - Preliminary Subject to Audit						
Assets		2024	2023		Liabilities and Fund Balances	2024	2023	
Cash and Cash Equivalents					Current Liabilities			
Operations Checking & Petty Cash	\$ 255,906	\$ 281,053	9%	Accounts Payable & Other Liabilities	\$ 16,144	\$ 11,567	40%	
Operating Savings & ICS	250,948	250,416	0%	Prepaid Income	44,126	43,248	2%	
Reserves - General, Water & Marina	1,587,528	1,378,266	15%	Unexp. Income, Marina Wait List	3,850	4,600	-16%	
Total Cash & Equivalents	2,094,382	1,909,735	10%	Total Current Liabilities	64,120	59,415	6%	
Net Accounts Receivable	\$ 29,446	\$ 6,183	376%	FUND BALANCES:				
Total Net Fixed Assets	1,610,948	1,605,201	0%	Fund Balances & Equity (Combined)	3,509,172	3,323,748	6%	
Total Prepaid & Other Assets	22,804	19,027	20%	Modified Cash Basis Income	184,287	157,005	17%	
TOTAL ASSETS	\$3,757,578	\$3,540,166	6%	TOTAL LIABILITIES & FUND BALANCE	\$ 3,757,578	\$ 3,540,167	6%	

Summary Revenue and Expense Statements for the periods ended February 29, 2024 and February 29, 2023 (Modified cash basis, excludes depreciation)

		2024 Year to Date - Unaudited				Comparative - Unaudited			
		Actual	Budget	Variance	%	2024 YTD	2023 YTD**	Variance	%
General									
General Assessment	\$ 93,289	\$ 93,290	(\$ 1)	0%	General Assessment	\$ 93,289	\$ 86,378	\$ 6,911	8%
Revenue - All Other Sources	1,641	1,629	11	1%	Revenue - All Other Sources	1,641	3,026	(1,385)	-46%
Total General Revenue	94,930	94,919	10		Total General Revenue	94,930	89,405	5,527	
Expenses									
Salaries, Benefits, PR Tax	22,909	25,692	2,783	11%	Salaries, Benefits, PR Tax	22,909	19,912	(2,997)	-15%
Repairs & Maintenance	4,077	3,250	(827)	25%	Repairs & Maintenance	4,077	5,328	1,251	23%
Contracted Services	8,910	12,667	3,756	30%	Contracted Services	8,910	10,348	1,438	14%
Pool Expense & Utilities	5,399	4,703	(696)	-13%	Pool Expense & Utilities	5,399	4,900	(1,999)	-36%
Utilities & Insurance	6,281	7,226	945	15%	Utilities & Insurance	6,281	6,233	(48)	-1%
Other Expenses (incl taxes)	7,102	4,517	(2,585)	-37%	Other Expenses (incl taxes)	7,102	4,010	(3,092)	-77%
Total General Expenses	54,678	58,085	3,378		Total General Expenses	54,678	49,831	(309)	
General Net Income	\$ 40,251	\$ 36,845	\$ 3,387	6%	General Net Income	\$ 40,251	\$ 38,572	\$ 673	>100%
Water									
Revenue - Water Use Fees	\$ 69,189	\$ 68,936	\$ 253	0%	Revenue - Water Use Fees	\$ 69,189	\$ 57,341	\$ 11,848	21%
Revenue - All Other Sources	3,032	5,000	(1,968)	-39%	Revenue - All Other Sources	3,032	2,787	245	9%
Total Water Revenue	72,221	73,936	(1,715)		Total Water Revenue	72,221	60,128	12,093	
Expenses									
Salaries, Benefits, PR Tax	13,548	13,321	(226)	-2%	Salaries, Benefits, PR Tax	13,548	9,840	(3,698)	-36%
Repairs & Maintenance	843	1,000	157	18%	Repairs & Maintenance	843	11	(832)	-1581%
Contracted Services	6,010	11,932	5,922	50%	Contracted Services	6,010	3,178	(2,832)	-89%
Utilities & Insurance	3,803	5,817	2,014	53%	Utilities & Insurance	3,803	4,328	525	12%
Other Expenses (incl taxes)	244	6,272	6,028	96%	Other Expenses (incl taxes)	244	5,203	4,959	95%
Total Water Expenses	24,448	38,342	13,894		Total Water Expenses	24,448	22,660	(1,788)	
Water Net Income	\$ 47,773	\$ 35,594	\$ 12,179	34%	Water Net Income	\$ 47,773	\$ 37,468	\$ 10,305	28%
Marina									
Revenue - Moorage/Parking	\$ 91,279	\$ 96,400	\$ (5,122)	-5%	Revenue - Moorage/Parking	\$ 91,279	\$ 74,816	\$ 16,463	22%
Revenue - All Other Sources	14,885	39,452	(24,567)	-62%	Revenue - All Other Sources	14,885	15,218	(333)	-2%
Total Marina Revenue	106,164	135,852	(29,688)		Total Marina Revenue	106,164	90,035	16,133	
Expenses									
Salaries, Benefits, PR Tax	4,169	4,441	273	6%	Salaries, Benefits, PR Tax	4,169	3,335	(834)	-25%
Repairs & Maintenance	24	3,000	2,976	96%	Repairs & Maintenance	24	777	753	6%
Contracted Services	1,717	3,542	1,824	10%	Contracted Services	1,717	1,318	(399)	-30%
Utilities & Insurance	2,892	2,826	(67)	-2%	Utilities & Insurance	2,892	3,800	917	24%
Other Expenses (incl taxes)	910	1,394	443	37%	Other Expenses (incl taxes)	910	829	(81)	-10%
Total Marina Expenses	9,713	15,162	5,449		Total Marina Expenses	9,713	10,068	355	
Marina Net Income	\$ 96,451	\$ 120,690	\$ 24,239	20%	Marina Net Income	\$ 96,451	\$ 79,963	\$ 16,488	21%
Net Income/Loss from Combined Operations, No Reserve Activity									
	\$ 184,475	\$ 193,149	\$ (8,674)	4%		\$ 184,475	\$ 157,003	\$ 27,472	17%
Reserve Activity									
Routine Reserve Assessment	51,305	51,305	-	0%	Routine Reserve Assessment	51,305	49,981	(1,324)	-3%
Reserve Interest - all **	5,024	-	5,024	>100%	Reserve Interest - all	5,024	524	(4,500)	>100%
Less: Reserve Offset***	-	-	-		Less: Reserve Offset	-	-	-	
Net Reserve Activity	\$ 56,329	\$ 51,305	\$ 5,024	10%	Gross Reserve Activity	\$ 56,329	\$ 50,505	\$ (5,824)	12%

MARCH 28, 2024, DRAFT MINUTES / BOARD OF TRUSTEES MEETING

CAPE GEORGE COLONY CLUB

As of JAN 31, 2024

Assets	Balance Sheet as of January 31, 2024 and 2023 - Preliminary Subject to Audit			Liabilities and Fund Balances		
	2024	2023		2024	2023	
Cash and Cash Equivalents	\$ 274,770	\$ 293,771	4%	Current Liabilities		
Operations Checking & Petty Cash	225,953	250,392	-10%	Accounts Payable & Other Liabilities	\$ 13,220	\$ 12,573
Operating Savings & ICS	1,586,461	1,377,622	15%	Prepaid Income	41,200	27,718
Reserves - General, Water & Marina	2,087,184	1,921,665	9%	Unearned Income, Marina Wait List	3,850	5,000
Total Cash & Equivalents				Total Current Liabilities	58,270	55,291
Net Accounts Receivable	\$ 43,153	\$ 21,198	104%	FUND BALANCES:		
Total Net Fixed Assets	1,610,948	1,605,201	0%	Fund Balances & Equity (Combined)	3,508,180	3,322,962
Total Prepaid & Other Assets	26,557	23,465	9%	Modified Cash Basis Income	200,363	193,276
TOTAL ASSETS	\$ 3,706,842	\$ 3,571,529	5%	TOTAL LIABILITIES & FUND BALANCE	\$ 3,706,842	\$ 3,571,529

Summary Revenue and Expense Statements for the periods ended January 31, 2024 and 2023 (Modified cash basis, excludes depreciation)
Preliminary Subject to Audit

	2024 Year to Date - Unaudited					Comparative - Unaudited			
	Actual	Budget	Variance	%		2024 YTD	2023 YTD**	Variance	%
General									
General Assessment	\$ 93,289	\$ 93,290	(\$ 1)	0%	General Assessment	\$ 93,289	\$ 85,378	\$ 7,911	8%
Revenue - All Other Sources	1,120	815	306	38%	Revenue - All Other Sources	1,120	2,510	(1,390)	-55%
Total General Revenue	94,409	94,105	305		Total General Revenue	94,409	88,888	5,521	
Expenses					Expenses				
Salaries, Benefits, PR Tax	12,739	12,846	108	1%	Salaries, Benefits, PR Tax	12,739	9,872	(2,867)	-29%
Repairs & Maintenance	2,921	1,833	(1,087)	-36%	Repairs & Maintenance	2,921	2,547	(374)	-15%
Contracted Services	2,580	6,333	3,754	59%	Contracted Services	2,580	5,463	2,883	53%
Pool Expense & Utilities	1,935	2,143	208	10%	Pool Expense & Utilities	1,935	2,110	184	9%
Utilities & Insurance	2,737	3,613	876	24%	Utilities & Insurance	2,737	3,167	430	14%
Other Expenses (incl taxes)	5,481	2,258	(3,223)	-143%	Other Expenses (incl taxes)	5,481	1,853	(3,628)	-196%
Total General Expenses	28,392	29,027	635		Total General Expenses	28,392	25,021	(3,371)	-100%
General Net Income	\$ 66,017	\$ 65,077	\$ 940	1%	General Net Income	\$ 66,017	\$ 63,867	\$ 2,150	-100%
Water					Water				
Revenue - Water Use Fees	\$ 69,189	\$ 68,936	\$ 253	0%	Revenue - Water Use Fees	\$ 69,189	\$ 57,341	\$ 11,848	21%
Revenue - All Other Sources	2,210	5,000	(2,790)	-56%	Revenue - All Other Sources	2,210	2,787	(577)	-21%
Total Water Revenue	71,399	73,936	(2,537)		Total Water Revenue	71,399	60,128	11,271	
Expenses					Expenses				
Salaries, Benefits, PR Tax	8,368	8,661	293	4%	Salaries, Benefits, PR Tax	8,368	4,937	(3,431)	-29%
Repairs & Maintenance	843	500	(343)	-40%	Repairs & Maintenance	843	843	0	0%
Contracted Services	3,913	5,066	2,053	24%	Contracted Services	3,913	2,646	(1,267)	-48%
Utilities & Insurance	1,272	2,908	1,636	56%	Utilities & Insurance	1,272	2,289	1,017	44%
Other Expenses (incl taxes)	123	5,150	5,027	98%	Other Expenses (incl taxes)	123	1,121	1,028	89%
Total Water Expenses	12,519	21,194	8,675		Total Water Expenses	12,519	11,023	(1,496)	
Water Net Income	\$ 58,880	\$ 52,742	\$ 6,139	12%	Water Net Income	\$ 58,880	\$ 49,105	\$ 9,775	20%
Marina					Marina				
Revenue - Moorage/Parking	\$ 69,885	\$ 67,480	\$ 2,405	4%	Revenue - Moorage/Parking	\$ 69,885	\$ 70,374	\$ (489)	-1%
Revenue - All Other Sources	10,575	27,091	(16,516)	-61%	Revenue - All Other Sources	10,575	14,485	(3,890)	-27%
Total Marina Revenue	80,460	94,571	(14,111)		Total Marina Revenue	80,460	84,859	(4,399)	
Expenses					Expenses				
Salaries, Benefits, PR Tax	2,137	2,221	84	4%	Salaries, Benefits, PR Tax	2,137	1,656	(481)	-29%
Repairs & Maintenance	-	1,500	1,500	100%	Repairs & Maintenance	-	705	705	3%
Contracted Services	749	1,771	1,021	56%	Contracted Services	749	671	(78)	-12%
Utilities & Insurance	922	1,413	491	35%	Utilities & Insurance	922	1,064	1,042	53%
Other Expenses (incl taxes)	894	677	(218)	-22%	Other Expenses (incl taxes)	894	1,36	(758)	-55%
Total Marina Expenses	4,702	7,581	2,879		Total Marina Expenses	4,702	4,532	(1,70)	
Marina Net Income	\$ 75,758	\$ 86,990	(\$ 11,232)	-13%	Marina Net Income	\$ 75,758	\$ 80,327	\$ (4,569)	-6%
Net Income/Loss from Combined Operations, No Reserve Activity	\$ 200,655	\$ 204,809	\$ (4,154)	2%	Net Income/Loss from Combined Operations, No Reserve Activity	\$ 200,655	\$ 193,279	\$ 7,376	4%
Reserve Activity					Reserve Activity				
Routine Reserve Assessment	51,305	51,305	-	0%	Routine Reserve Revenue	51,305	49,981	(1,324)	-3%
Reserve Interest - all **	-	9,024	(9,024)	-100%	Reserve Interest - all	-	789	789	100%
Less: Reserve Offset***	(51,379)	(51,305)	(74)		Less: Reserve Offset	(51,379)	(49,981)	(1,398)	
Net Reserve Activity	\$ (74)	\$ 9,024	\$ (9,098)	-101%	Gross Reserve Activity	\$ (74)	\$ 789	\$ (863)	-106%

New Members – Pedro de Arteaga and Shelia St. Thomas, 190 S Palmer
 Brian and Melody Barr, 450 Saddle
 Jerry Lile, 171 Hemlock

Member Participation:

Ray Pierson, Board Member stated that he has information about a new type of septic system,

If any member is interested in learning more, please contact Ray Pierson at rapierson344@gmail.com.

Motions for consideration were discussed on March 29, 2024, Study Session.

Motion 1. To approve, and publish in the April newsletter for member comment, the Proposal for Bylaw Change Regarding Reserves for Membership comment in April, and to be discussed and acted on in the April Board meeting.

Nancy Charpentier made the motion to approve, Mike Heckinger seconded. 6/0

Motion 2. To allow some marina members to submit registration with “Additional Interest,” as opposed to “Additional Insured.” *Mike Heckinger contacted those marina members.*

Motion withdrawn.

Motion 3. Motion to revise marina Dock Replacement Component. Motion *tabled* until more details about the specific replacement motion and cost can be provided.

Motion 4. Motion to acquire a professional structure report of the Red Barn. *Bart Mooyman-Beck made a motion to approve, Pat Gulick seconded. 6/0*

Motion 5. To approve Topcoat proposal to resurface the pickleball court at a cost of \$7,750.00 plus tax. *Nancy Charpentier made the motion to approve, Mike Heckinger seconded. 6/0*

Motion 6. Shold proposal to remove a section of water main pipe estimate \$5,570.00 to remove 15’ AC Main Water pipe for evaluation. *Bart Mooyman-Beck made the motion to approve, Ray Peirson seconded. 6/0*

Open Board Discussion – Trustee Discussion Only

Committee Reports: The following committee reports were submitted to the Board of Trustees: Building and Roads, Strategic Planning. The reports are attached and incorporated by reference.

- Environmental Committee Meeting Minutes, 02.13.2024
- Marina Committee Meeting Minutes, 02.06.024
- Pool Committee Meeting Minutes 03.05.2024
- Strategic Planning Committee Meeting Minutes, 02005, 02.28, 03.11, 2024

Announcements

- April 1, the member quarterly assessment is due.
- Mon., April 22, 3 p.m., Study Session
- Thurs., April 25, 3 p.m., Board of Trustees Meeting

Adjournment: *Nancy Charpentier made the motion to Adjourn, Bart Mooyman-Beck seconded. 5/0*

Submitted by:

Approved by:

Pat Gulick, Secretary

Betsy Coddington, President

CG Building and Roads Committee Minutes

January 5, 2024

In Attendance: George Martin, *Dave* Baker, Jeff Cullum, Betsy Coddington, and CG Manager Marnie Levy

1. Discussed a building permit for a new home on Pine Drive. Approved and signed the appropriate permit applications (Building, Earthworks, and Driveway).
2. Discussed a build on Victoria Loop; A Blue Card (CG Building Permit) was not issued and filled out properly. The Manager will contact the owner and we will schedule the appropriate inspections to bring the project current.
3. Discussed time limits on permits. Currently no Cape George Permits have expiration times. In addition, all the permit forms state that they are applications. The only permit is the Building Permit (Blue Card) BG01b. It was recommended that the language be changed to add an expiration date and change verbiage to eliminate application on Earthworks and Driveway Connections. The other option would be to create additional permit forms for Earthworks and Driveway Connections.

Time limit restrictions on Building Permits and Driveway Connection Permits would be 1 year renewable at the member's request. Earthworks would have a specific estimated completion date after which they would expire and require a new permit application.

4. Besty submitted to the committee questions from Strategic Planning. Members discussed them with her. There is additional time for members to submit more answers to the questionnaire to her.

5. The manager brought up some road damage near 188 S Rhododendron and wondered if the cause was construction or installation of electrical conduit under the roadway. Geoge investigated the condition and it was determined that roots were the cause of the damage. It was recommended that Donnie cut the roots in the culvert area to prevent further growth and damage to the road. The roadway would be investigated at a later date to see what, if any, repairs are needed.

Meeting Notes_1-8-24_CG Strategic Planning Committee

Present: Marnie Levy (Cape George manager), Linda Mollino (temporary chair) Judy Caruso, Betsy Coddington, Susi Feller, Mary Larson (secretary)

Marty Gilmore, Committee Chair, had an excused absence so Linda Mollino chaired the meeting.

BARN: Tour tentatively scheduled for 3:00 on January 29.

MEETING NOTES: From 11-27-23 were approved.

ASSIGNMENTS: Reminder to complete interviews with committee chairs and provide write-ups. Linda shared from her notes about the fitness center and the social club; Susi shared briefly about the pool.

COMMUNICATION TO BOARD: We discussed how we will present our findings and recommendations to the board; no decisions were reached.

FACILITIES: We discussed an idea that the Board host an information session or sessions to talk about the Firehouse and to solicit input from the community about its future use. Betsy confirmed that the current lease is up in July 2025. Marnie will look for the contract and contact person.

An informational meeting about the Barn may also be useful to the community to solicit input.

We may want to prepare a list of community property where buildings could be relocated or added to. It would be a helpful base for considering options for facilities currently along the shoreline.

MARCH 28, 2024, DRAFT MINUTES / BOARD OF TRUSTEES MEETING

COMMUNICATION WITH MEMBERS: We reviewed the reasons for having good contact information for all owners and residents/renters. Marnie will ask legal advice about developing an opt-in system for members to choose, such as for the directory, the welcome committee, newsletter, email blasts about emergencies, email blasts about events. Marnie shared that the email blasts currently go out to 880 emails; these include people who are not members of Cape George. The email is not limited to residents.

2024 COMMITTEE MEETING DATES (all are Mondays, 3:00- 5:00 pm, upstairs room):

January 29 (Board meetings are January 22 and 25)

February 5 and 26 (Board meetings are February 20 and 23)

March 4 and 18 (Board meetings are March 25 and 28)

April 1, 15, and 29 (Board meetings are April 22 and 25)

May 6 and 13 (Board meetings are May 20 and 23)

(Goal is to have final report ready for the Board's June meeting) June 3 (Board meetings are June 24 and 27)

Notes submitted by Mary Larson



Cape George Colony Club
Special Meeting of the Board of Trustees
Minutes

April 17, 2024, 6 p.m.

Meeting called to order at 6:01 p.m. Board Members Present: Betsy Coddington, Bart Mooyman-Beck, Pat Gulick, Mike Heckinger, Steve McFarland, Ray Pierson.

President's Comments and Announcements – Betsy Coddington

Agenda Items:

1. Revision of Marina Reserve Study Dock Replacement Components – Nancy Charpentier.
Motion to approve the revised Marina dock replacement reserve components. All in favor. Motion Carried.
2. Water System maintenance and flushing – Water Manager Ken Loomis and Water Advisory Committee Chair Marty Gilmore. Discussion about discolored water and the current plan to flush the Cape George Colony Club water system.

Meeting adjourned at 7:15 p.m.

Submitted by:

Approved by:

Pat Gulick, Secretary

Betsy Coddington, President

4.25.2024

Welcome to Cape George Colony Club!

New Members:

Timothy and Edith Fugure, 230 Quinault Loop

Terry and Karen Walker, 13 San Juan Drive



COMMENT ON PROPOSAL FOR BYLAW AND FIN04 RULE CHANGES

April 18, 2024

Before we will support any change to the bylaws that increases the current cap on reserve assessments there needs to be clear restrictions on how reserve funds are distributed. We are required by law to have a reserve assessment done, but we are not required to fund everything the reserve study includes. There are three major areas of concern that need to be addressed. Only when these are defined will we be able to know what reasonable reserve funding should be.

First, most items that require a large investment should be done with a special assessment. That way, the people who actually pay the assessment will be getting the benefit. For example when the roads were paved, by a special assessment, everyone who owned property paid the assessment and received the immediate benefit. Now, were being asked to pay forward into an assessment that will benefit future owners when we'll be dead and buried.

Secondly, emergency repairs should be limited to an appropriate repair and should not include improvements that go beyond what is necessary to maintain existing infrastructure. We need to clarify what an emergency is and make an appropriate response. In recent years we did a costly expansion to the marina jetty when there was never any emergency. Following that we did a costly "repair" to the berm that went way beyond a repair. With a few yards of cobble and a compactor we could have repaired the berm and then taken our time to better plan an upgrade if that was appropriate.

Thirdly, reserve expenditures should not be made automatically based on the reserve schedule. The decision to use reserve funds should be driven by the community and require community input and approval. All requests should come from the using group, but be carefully vetted and evaluated. With the exception of the water system it is very unlikely that our infrastructure would sustain major damage that would trigger an emergency. If we had major damage to the marina or to our buildings to the point where repair cost would be approaching replacement value then we should evaluate the cost and alternatives and make a decision as to how to proceed. Requiring a special assessment at this point will guarantee better control over how funds are spent.

With these considerations factored in, we may well find that our reserve is not as seriously underfunded as it appears to be. At any rate I will not support any rule change that does not address how we spend reserve funds.

Varn Brooks

Cape George Board,

I am concerned about the current approach outlined in the newsletter to substantially increase the reserve funds. When I look at the reserve reports and anticipated funds needed, I agree that we are under-funded. However, I believe that we should be looking at other approaches to solve the reserve funding problem.

I believe we should look at having Jefferson County PUD take over the management and running of our water system. While I very much appreciate the efforts of those addressing our water needs, I think the recent numerous examples of discolored water along with the need to upgrade our water system in the future, presents risk to our community. Jeff PUD is an experienced provider of services and would have more resources and expertise to maintain and provide water to our community.

Eliminating the need to upgrade our water system out of reserve funds, would result in a much different picture in reserve funding. I also do not believe we should have a huge amount of "rainy-day-cash" in accounts. If there is a huge-unexpected need for cash, a one-time assessment can be done. Raising funds that are need-based rather than increasing assessments for "just in case" cash makes more sense to me.

If you look at data from world-renowned project risk expert Professor [Scott Brinker](#), you will see that on-average water system projects have cost over-runs of 20%. 13% of water system projects have serious cost over-runs of an average of 124% over budget. I would hate for this fate to happen to Cape George if we attempt to embark on a water system project. It is naive to think our experience would be different.

Note below the WA State utilities that have purchased private water systems and are now running them as a public utility. My point here is that there is precedence for this. At a minimum, I'd suggest that the board reach out to the utilities that were acquired to understand their experience and the benefits/risks. We do not need to learn this on our own but can benefit from other's experience.

Examples of acquisitions of private water systems by public utilities in WA State

1. **Jefferson County Public Utility District (PUD)** has not only acquired Kala Point Utilities Co.'s water system but also expects to acquire another system serving the Coyle area. These acquisitions are part of their efforts to enhance water service management and reliability for the communities within Jefferson County ([Jefferson County PUD](#)).
2. **Whidbey Island Water System Acquisition:** In 2008, the Washington State Department of Health and the Washington State Public Utility District (PUD) facilitated the transfer of a private water system on Whidbey Island to a public entity. This action was part of a broader effort to ensure the continued provision of safe drinking water to the local community ([WA Department of Health](#)).

3. **Kitsap PUD:** Kitsap Public Utility District acquired the Silverdale Water System, which was previously privately owned. This acquisition was intended to consolidate water service management under a public authority to enhance service reliability and water quality for the residents ([WA Department of Health](#)).
4. **Skagit County PUD:** In another example, the Skagit Public Utility District took over a small private water system that was struggling to meet regulatory requirements and provide reliable service. The takeover by Skagit PUD aimed to leverage the district's resources and expertise to improve water quality and system reliability ([WA Department of Health](#)).

Submitted by,

Helen Fanucci
181 Huckleberry Place
Vacant lot owner on Huckleberry Place
206-437-3237



Cape George Colony Club

April 2024

Manager's Report

It's Spring! Can you feel it? This is one of the happiest and busiest times of the year in Cape George! Friends are returning from winter escapes. We have welcomed about 30 new member households since last April, and there are several "new builds" in phases from ground-breaking to moving in! This means new neighbors, new friends, and new volunteers! Members are coming out to enjoy community events and we are busy in the office!

In the study session the Board and I will discuss some of the projects and events taking place. Please attend in person, or via Zoom.

I hope you all enjoy the season!

♥ THANK YOU!

Thank you to the Nominating Committee and the Election Committee! The annual Board of Trustees election time is near. In June ballots will be mailed to every member. The results of your votes will be announced at the July Annual Membership Meeting and board officers will be selected by the new sitting Board. This year there will be two new Board Members.

Two committees help to keep a vibrant, engaged Board of Trustees and ensure the election process is well managed from beginning to end. The Nominating Committee recruits members in good standing to run for the Board. The Election Committee is responsible for the integrity of the election process from beginning to end.

Many hours of volunteer work are involved and these committees both take their charters seriously! Thank you for your time and dedication!

STAFF

Two things have happened.

1. Eric Kolbe, our maintenance assistant, resigned. We appreciate the year he dedicated to Cape George and wish him well in his next endeavors!
2. We have three current pressing water projects (water meter reading system update, water flushing project, new filtration system installation), as well as all the routine spring and summer maintenance and community activities to support.

Thus, Cape George Colony Club management is currently advertising two part-time positions.

1. We will hire a seasonal landscape/maintenance worker to maintain the common areas, and possibly to assist with the water meter transmitter replacement project.
2. We will hire a part-time person who will be a maintenance person to assist and train with Donnie. This person will have an interest in all of Cape George and will assist under my supervision. We hope this job will be a maintenance apprentice who will learn and love working with all the systems at Cape George.

If you know of anyone who might be interested in applying for either position, please ask them to contact me by email, manager@capegeorge.org

Fitness Room

Two mirrors were recently replaced and in the winter two new fans and controllers were installed to keep the room temperature comfortable.

Pool Maintenance:

For the last few months, we have been working to stabilize the pool environment. We are working to complete repairs on the dehumidifier, boiler, and heat pump; the three systems that keep the pool facility comfortable and healthy.

Tree removal

In May we will be removing trees at the corner of Cape George Drive. The trees in question have a root decay pathogen that spreads from tree to tree. We will remove dying trees and plan to replace them with native trees that are resistant to this disease.

The Big Red Barn

A structural engineering company was engaged to assess the structural integrity of the Barn, and to make recommendations for moving forward. As of April 19, we have not received that report, but expect it any day.

Safety Check-up

A CPR Class will be taught at the Clubhouse on Wednesday, May 8, from 9 a.m. – 12 p.m. This class is open to all members and staff. If you would like to attend, please sign up in the office, as attendance will be limited! *Thank you to the Jefferson County Medics and Firefighters who are teaching this important and informative class, and to Diona Smith, who arranged for this informative and important class to be taught!*

Violations

Violations were sent to homeowners for unshaded night light violations, misuse of private property, and dogs being off leash.

Thank you for everything you do for Cape George!

Marnie W. Levy, CMCA® AMS®
General Manager
manager@capegeorge.org
360.385.2208

COMMENTS ON MARCH 31, 2024 FINANCIALS

General Comments

In the last 10-12 years, our community has grown by over 100 households while our staffing levels have remained the same. With growing demands on the time and skills of our staff, we are performing an ongoing search for opportunities to streamline processes and relieve any burden we can on our General and Office Managers.

The low hanging fruit of this effort lies in our Accounts Receivable activities. We contract with Community Financials to perform our accounting functions, yet almost a third of our members continue to submit quarterly payments to the office, where they are gathered, deposited and posted into our member accounts. Yet we pay Community Financials to perform that task, and they do so successfully for over 2/3 of our members.

Consequently, as Marnie mentioned during the Study Session, we are going to be transitioning the AR activity out of the office and direct it to Community Financials, whom we pay to perform the service. I understand there is a history of issues experienced in the past, however CF has expanded their staff to handle member payments and moved to the lockbox system of payment submission direct to the bank in order to streamline their process.

We will be working to make the transition easy, and there will be volunteers who will assist members who would like some help establishing online accounts to pay either by ACH or credit card. There will be email correspondence with more information and an instruction sheet on setting up your accounts (for those who haven't yet done so) and the information will be available in the May Newsletter as well. Alternately, you can continue to pay by check - either mail it to the lockbox, or drop it off at the office and as a courtesy we will send them weekly to the bank with overnight delivery.

Balance Sheet

Our \$475k Intrafi investment account for Reserves will mature at the end of April, and we'll be looking at the best investment position for those funds (either renew at Kitsap or move the funds to Edward Jones).

Income Statement

A) General Operations:

We need to be cautious in our expenditures going forward owing to expenditures beyond anticipated, primarily in repair and maintenance that has us exceeding our YTD budget.

\$3.5k was needed for electrical work on the Fitness Center. The annual budget for R&M Buildings is just \$5.5k, so we're close to having spent the annual total.

We have spent \$5k in grounds maintenance, \$4k with Ronin Tree Care removing dangerous trees that have come down or threaten to do so. In addition, a disease has been identified in a group of trees on common properties that spreads through the root system, requiring their removal before the infection spreads; this will cost \$8k to remove them. This additional expense will likely not be reflected until May, however our annual budget for Grounds maintenance is just \$7k, we currently have spent \$5k, and with the anticipated \$8k we're over budget by \$6k before half the year is out.

Other areas where costs are exceeding budgeted levels are in Supplies and Small Tools. We upgraded our office computer equipment and winter storm activity required the purchase of extra salt for the roads and entryways into common properties. We are currently running \$5k behind budget for these areas of cost.

B) Water Operations

While we've had two major expenses for our Water system - replacing the meter readers in every household and replacing our filtration tanks - those are Reserve expenditures and the major purchases do not impact our Operating budget. However these projects will require some added expenses for supplies and additional labor in order to perform the transitions carefully and completely.

While we'll be watching expenditures going forward, we did plan for contingencies and are currently running ahead of budget in our Operating expenditures.

C) Marina Operations

The Marina has currently collected the majority of its revenue for the year, so going forward and throughout 2024 we will not see the revenue figure grow much more until the end of the year when the Volunteer Program billings in lieu of hours is calculated.

Currently anticipated is about another \$3k in fees, but overall we're on budget after the 1st quarter.

CAPE GEORGE COLONY CLUB

As of MAR 31, 2024

Balance Sheet as of March 31, 2024 and 2023 - Preliminary Subject to Audit

Assets		2024	2023		Liabilities and Fund Balances		2024	2023	
Cash and Cash Equivalents:					Current Liabilities:				
Operations Checking & Petty Cash	\$	228,610	\$ 307,100	-28%	Accounts Payable & Other Liabilities	\$	13,450	\$ 16,627	-19%
Operating Savings & ICS		250,939	250,444	0%	Prepaid Income		61,112	109,429	-44%
Reserves - General, Water & Marina		1,588,709	1,380,424	15%	Unearned Income, Marina Wait List		2,550	4,750	-46%
Total Cash & Equivalents		2,068,258	1,937,968	7%	Total Current Liabilities		77,112	130,806	-41%
Net Accounts Receivable	\$	24,527	\$ 3,716	560%	FUND BALANCES:				
Total Net Fixed Assets		1,612,087	1,614,438	0%	Fund Balances & Equity (Combined)		3,510,353	3,325,884	6%
Total Prepaid & Other Assets		16,340	15,464	6%	Modified Cash Basis Income		133,746	114,897	16% #####
TOTAL ASSETS		\$3,721,212	\$3,571,586	4%	TOTAL LIABILITIES & FUND BALANCE		\$ 3,721,212	\$ 3,571,587	4%

*Summary Revenue and Expense Statements for the periods ended March 31, 2024 and 2023 (Modified cash basis, excludes depreciation)
Preliminary Subject to Audit*

2024 Year to Date - Unaudited					Comparative - Unaudited				
	Actual	Budget	Variance	%	2024 YTD	2023 YTD**	Variance	%	
General									
General Assessment	\$ 93,289	\$ 93,290	(1)	0%	General Assessment	\$ 93,289	\$ 86,378	\$ 6,911	8%
Revenue - All Other Sources	2,022	2,444	(422)	-17%	Revenue - All Other Sources	2,022	3,617	(1,595)	-44%
Total General Revenue	95,311	95,734	(423)		Total General Revenue	95,311	89,995	5,316	
Expenses:									
Salaries, Benefits, PR Tax	36,580	38,539	1,958	5%	Salaries, Benefits, PR Tax	36,580	29,661	(6,919)	-23%
Repairs & Maintenance	8,480	4,875	(3,605)	-74%	Repairs & Maintenance	8,480	9,723	1,243	13%
Contracted Services	14,430	19,000	4,570	24%	Contracted Services	14,430	14,976	546	4%
Pool Expense & Utilities	8,427	7,055	(1,372)	-19%	Pool Expense & Utilities	8,427	6,566	(1,861)	-28%
Utilities & Insurance	9,842	10,839	997	9%	Utilities & Insurance	9,842	9,422	(420)	-4%
Other Expenses (incl taxes)	10,028	7,275	(2,753)	-38%	Other Expenses (incl taxes)	10,028	5,615	(4,413)	-79%
Total General Expenses	87,787	87,582	(205)		Total General Expenses	87,787	75,963	(5,130)	
General Net Income	\$ 7,524	\$ 8,152	\$ (628)	8%	General Net Income	\$ 7,524	\$ 14,032	\$ (6,508)	>-100%
Water									
Revenue - Water Use Fees	\$ 69,189	\$ 68,936	\$ 253	0%	Revenue - Water Use Fees	\$ 69,189	\$ 57,341	\$ 11,848	21%
Revenue - All Other Sources	3,004	5,000	(1,996)	-40%	Revenue - All Other Sources	3,004	2,787	217	8%
Total Water Revenue	72,193	73,936	(1,743)		Total Water Revenue	72,193	60,128	12,065	
Expenses:									
Salaries, Benefits, PR Tax	20,362	19,982	(380)	-2%	Salaries, Benefits, PR Tax	20,362	14,880	(5,482)	-37%
Repairs & Maintenance	1,277	1,500	223	15%	Repairs & Maintenance	1,277	517	(760)	-147%
Contracted Services	9,987	17,898	7,911	44%	Contracted Services	9,987	7,012	(2,975)	-42%
Utilities & Insurance	5,986	8,725	2,739	31%	Utilities & Insurance	5,986	6,631	645	10%
Other Expenses (incl taxes)	3,834	7,384	3,551	48%	Other Expenses (incl taxes)	3,834	6,222	2,388	38%
Total Water Expenses	41,445	55,489	14,044		Total Water Expenses	41,445	35,262	(6,183)	
Water Net Income	\$ 30,747	\$ 18,447	\$ 12,300	67%	Water Net Income	\$ 30,747	\$ 24,866	\$ 5,881	24%
Marina									
Revenue - Moorage/Parking	\$ 93,516	\$ 96,400	\$ (2,885)	-3%	Revenue - Moorage/Parking	\$ 93,516	\$ 75,684	\$ 17,832	24%
Revenue - All Other Sources	16,756	39,452	(22,696)	-58%	Revenue - All Other Sources	16,756	15,265	1,491	10%
Total Marina Revenue	110,272	135,852	(25,581)		Total Marina Revenue	110,272	90,949	19,323	
Expenses:									
Salaries, Benefits, PR Tax	6,454	6,662	207	3%	Salaries, Benefits, PR Tax	6,454	5,165	(1,289)	-25%
Repairs & Maintenance	24	4,500	4,476	99%	Repairs & Maintenance	24	867	843	0%
Contracted Services	2,265	5,313	3,048	57%	Contracted Services	2,265	1,825	(440)	-24%
Utilities & Insurance	4,769	4,238	(531)	-13%	Utilities & Insurance	4,769	5,666	897	16%
Other Expenses (incl taxes)	1,031	2,030	999	49%	Other Expenses (incl taxes)	1,031	1,481	450	30%
Total Marina Expenses	14,544	22,743	8,198		Total Marina Expenses	14,544	15,004	460	
Marina Net Income	\$ 95,727	\$ 113,109	#####	-15%	Marina Net Income	\$ 95,727	\$ 75,945	\$ 19,782	26%
Net Income/Loss from Combined Operations, No Reserve Activity									
	\$ 133,999	\$ 139,708	\$ (5,709)	-4%		\$ 133,999	\$ 114,843	\$ 19,156	17%
Reserve Activity									
Routine Reserve Assessment	51,305	51,305	-	0%	Routine Reserve Revenue	51,305	49,981	(1,324)	3%
Reserve Interest - all**	2,894	5,024	(2,130)	-42%	Reserve Interest - all	2,894	524	(2,370)	>100%
Less: Reserve Offset***	-	-	-		Less: Reserve Offset	-	-	-	
Net Reserve Activity	\$ 54,199	\$ 56,329	\$ (2,130)	-4%	Gross Reserve Activity	\$ 54,199	\$ 50,505	\$ (3,694)	7%

Bylaw Amendment Proposed:

ARTICLE III GOVERNING BODY

A. THE BOARD.

1)

B. POWERS OF THE BOARD.

The Board shall possess and

1) **Payments, Charges, Fees and Assessments.** The Board may impose and collect payments, charges, fees, and assessments for the use, rental, or operation of the Common Areas and for the Common Expense.

.....

In addition to this assessment for the regular operation and ordinary maintenance of the Club, there shall be an annual reserve assessment collected for the future maintenance, repair or replacement of all or a portion of the Common Areas as set forth in the Club's then current reserve studies. As of January 1, 2025, the Assessment amount for the Reserve funds is reset to \$586 per lot per year. The Board of Trustees may increase the reserve assessment in future years by no more than five percent (5.0%) above the reserve assessment for the previous year. The proposed assessment must be ratified by the membership at the same voting standard as the budget. ~~,with the actual amount determined by the Board,~~ and further Amendment by a vote of the Membership July XX, 2024].

THE FOLLOWING IS THE REVISED TEXT WITHOUT EDITED MARKUPS:

In addition to this assessment for the regular operation and ordinary maintenance of the Club, there shall be an annual reserve assessment collected for the future maintenance, repair or replacement of all or a portion of the Common Areas as set forth in the Club's then current reserve studies. As of January 1, 2025, the Assessment amount for the Reserve funds is reset to \$586 per lot per year. The Board of Trustees may increase the reserve assessment in future years by no more than five percent (5.0%) above the reserve assessment for the previous year. The proposed assessment must be ratified annually by the membership using the same voting standard as the budget.

RULES AND REGULATIONS – FINANCE AND BUDGET

RESERVE FUNDS

The policy and procedures that follow are governed in part by RCW 64.38 (Homeowners' Associations) and RCW 64.90 (Washington Common Interest Ownership Act) as now enacted and as hereafter altered, amended or reenacted and all definitions and requirements are incorporated herein by this reference. Similarly, the bylaws of Cape George, especially Articles III, VIII and IX contain important budgetary and reserve references and are incorporated herein by reference. Guidance may also be sought in the requirements and pronouncements of the IRS, the AICPA and FIN 02.

Reserve funds are an essential element in the financial viability of Cape George Colony Club and are used to accumulate financial resources for future major repairs and replacements of existing assets. Reserve funds can be used only for items designated in the reserve study, except as provided below. The study is updated at least annually and reviewed as part of the annual budget.

1. The Reserve Study is a schedule of the major repair and replacement of capital assets within Cape George Colony Club.
2. Cape George currently maintains three distinct reserve funds, General, Water and Marina.
3. Reserve funds are provided through a combination of a routine reserve assessment, the year-end operating cash excess (net income) from the respective operating cost centers, and monies earned from Reserve fund investments.
4. At year end the annual reserve assessment is allocated to each fund on a pro-rata basis using the Club's then current individual professional reserve studies, and based on the full funding recommendation for each of the funds. Following the annual audit, the operational cash excess is allocated to each fund affiliated with the corresponding operating budget. Monies earned from reserve fund investments are to be distributed among the funds according to the judgement and vote of the Board of Trustees.
5. Expenditures from reserve funds may only be made by an affirmative vote of the Members, except in the case of a bona fide emergency. The total cost of the reserve item or project shall be submitted for Member vote.
6. Reserve funds are intended for the major repair or replacement of existing assets and therefore minor repairs should not be funded with reserve funds.
7. The use of reserve funds for feasibility studies, plans and other up-front expenditures that do not result in major repairs or replacement of existing assets should be discouraged.
8. Reserve funds may not be used to acquire new capital assets nor shall they be used for funding shortfalls in other fiscal areas or general budgeted operating expenses, except in the case of a bona fide emergency or as permitted by statute.
9. Loans may be made from reserve funds but must be repaid within twenty-four months. Notice of such loans must be hand-delivered or sent by first-class USPS to each owner of record. Internal interest may be assessed at the discretion of the Board.

RULES AND REGULATIONS – FINANCE AND BUDGET

10. If reserve funds taken as a whole do not contain sufficient funds for the major repair or replacement of an existing asset, Members may be asked to fund an additional special assessment to cover unfunded costs. This however does not mean that each individual reserve study item must be fully funded in order to be replaced.

11. Upon membership approval by ballot initiative, a **Special Assessment fund** may be established to accumulate funds for future expansion, improvement or creation of new community facilities or infrastructure. Such fund must be based upon professionally-provided estimates of the cost of such improvements and must be presented to the Membership for a vote compliant with the voting standard presented in ByLaw Article VI, Paragraph 4, Section (e). The source of funds for such a special reserve should also be specified and may include any or all of the following sources: general assessments, special assessments, fees, sale of Community property, and/or donations.

12. The **Operating Savings account**, or Operating Investment account, is **not** a reserve fund but rather an emergency operational fund. The account was established by a Member vote in 1996 and requires a minimum balance of \$100,000. Funds may be drawn for Board authorized purposes but must be repaid within twenty-four months and full disclosure must be included in the minutes.

13. In the event of a bona fide emergency, the Board may be required to authorize the expenditure of reserve account funds without seeking prior Member approval. A bona fide emergency shall be considered by the Board to be an event that is immediate or emergent in nature and was not reasonably foreseen or anticipated to occur during the current year.

Any revision to this policy must be published in the Newsletter prior to a hearing before the Board of Trustees held to validate and adopt the change.

Adopted by the Board of Trustees, August 10, 2006.

Adopted by the Board of Trustees, July 16, 2009

Approved by the Board of Trustees, February 11, 2016

Approved by the Board of Trustees, April 25, 2024

Betsy Coddington, President

Pat Gulick, Secretary

April - 2nd proposal

375292



JASON D. CECIL
ISA Certified Arborist
PN-7575-A
Ronintree.cecil@gmail.com
CC# RONINTC791PK

COMPANY INFORMATION
800 W. Park Ave #3
Port Townsend, WA. 98368
www.ronintreeinc.com
(360)-808-1121

Name:	CAPE GEORGE COLONY CLUB c/o MARNIE LEVY
Phone:	360-385-2208
Address:	
Email:	

Assessment:	4-17-24
Service Date:	

Equipment & Services	YES	NO
Wood Removal		
Soil Drench / Injection		
Chips On-site		
Special Tools		

DESCRIPTION OF WORK	PRICE	TAX
@ 56 HUCKLEBERRY		
* #1 - PACIFIC MADRONA - FULL DECLINE - REMOVE	875.00	82.25
* #2 - PACIFIC MADRONA - FULL DECLINE - REMOVE	817.50	76.38
(Working over HI CALICENE PL.)		
@ ROAD OF 55 DWETS PL ALONG CAPE GEORGE RD.		
#3 - MATURE DOUGLAS FIR - FULL DECLINE	2175.00	204.45
OPTION (A) REMOVE, DOWN, CROWN-DIE, BRUSH IN WOODLINE	825.00	305.50
OPTION (B) REMOVE : CHIP BRUSH - REQUIRES DOT/TRAFFIC CONTROL		
TIME LINE: 6:00 AM - 3:00 PM		
(WOOD @ 4" DIA. & LEFT ON SITE)		
Back again		
@ rear of 601 S. PALMER DR		
#3A CAPE GEORGE DR		
#4 - Partial Dog Fir - # hazard + remove ASAP	1137.50	106.93
(over structure - not attached @ base)		
#5 - Douglas Fir - full decline - down only - die brush	175.00	11.65
		
		
		
		
		
TOTAL:	\$	

AUTHORIZING PARTY: _____ DATE: _____

The authorizing party warrants that all trees listed are located on the customers property, or that the authorizing party has received full permission from the owner to allow Ronin Tree Care to perform the specified work. Should any tree be mistakenly identified as to ownership, the customer agrees to indemnify Jason D. Cecil and Ronin Tree Care for any damages or costs incurred from the result thereof.

Unless otherwise agreed, payment for services rendered must be made within 3 days after completion of work. Failure to make payment in full, will subject the balance owed to a 10% fee and the total will be subject to a 20% monthly interest rate until payment completion

Arborday.org
- free native species trees

JASON D. CECIL
ISA Certified Arborist
PN-7575-A
Ronintree.cecil@gmail.com
CC# RONINTC791PK



COMPANY INFORMATION
800 W. Park Ave #3
Port Townsend, WA. 98368
www.ronintreeinc.com
(360)-808-1121

Assessment:	4/10/24
Service Date:	

Name:	CAPE GEORGE COLONY CLUB c/o MARNIE LEVY
Phone:	360-385-2208
Address:	corner of Palmer + Cape George Dr.
Email:	

Equipment & Services	YES	NO
Wood Removal		x
Soil Drench / Injection		
Chips On-site		
Special Tools		

Phellinus weirii

DESCRIPTION OF WORK	PRICE	TAX
① MATURE DOUGLAS FIR (DEAD TOP) - REMOVE TO GRADE	1300"	122.20
② DOUGLAS FIR - (partial die back - LCR @ 15%) - REMOVE TO GRADE	698.75	65.68
③ DOUGLAS FIR - (LCR @ 10%) - REMOVE TO GRADE	650"	61.10
④ MATURE DOUGLAS FIR (heavy partial die back / LCR @ 15%) - REMOVE	1391.25	129.84
⑤ sm diameter D. fir (full decline) - remove	325"	30.55
⑥ Douglas Fir (late stage decline heavy epicormic growth LCR @ 10%) REMOVE TO GRADE	1175	106.93
TOTAL:		\$

AUTHORIZING PARTY: _____ DATE: _____ 5530

The authorizing party warrants that all trees listed are located on the customers property, or that the authorizing party has received full permission from the owner to allow Ronin Tree Care to perform the specified work. Should any tree be mistakenly identified as to ownership, the customer agrees to indemnify Jason D. Cecil and Ronin Tree Care for any damages or costs incurred from the result thereof.

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RULES AND REGULATIONS -- USE OF PRIVATE PROPERTY

MAINTENANCE OF PROPERTY

All lots or residences at Cape George shall be maintained to not significantly detract from other properties. Property owners shall be responsible for removing and controlling Poison Hemlock (*Conium maculatum*), Giant Hogweed (*Heracleum mantegazzianum*), Scotch Broom (*Cytisus scoparius*), Tansy Ragwort (*Senecio jacobaea*) (Per Jefferson County Noxious Weed Control Board).

Empty lots shall have wild grasses and weeds mowed at least three times per year. ~~Once by Memorial Day, once in the summer, and once near Labor Day.~~ Owners participating in the Cape George Colony Club vacant lot mowing program will have their lots mowed by an independent contractor at the owner's expense. Mowing dates will be determined by the General Manager based on weather; environment, & growth ~~factors pursuant to the timeline established above.~~ Additional mowing, as needed, shall be done to reduce natural broadcast propagation of unwanted seeds and to reduce the hazard from fire as determined by the General Manager.

Failure to maintain property as provided, shall constitute a nonconforming condition per the Building and Property Regulations – Maintenance Obligations and, without further notice to owner, result in the General Manager issuing a notice of violation and arranging for a third party to correct the violation at the owner's expense. The General Manager will invoice the owner for said service.

Approved by Board of Trustees on December 16, 2010

Adopted by the Board of Trustees on June 11, 2020

Katie Habegger, President

Joel Janetski, Secretary

CG Building and Roads Committee

Minutes

April 5, 2024

In Attendance: George Martin, Jeff Cullum, Betsy Coddington, Ray Pierson, Mike Hinojos, Dave Baker via email proxy, and CG Manager Marnie Levy

1. Discussed a building permit for a shed on Ridge Drive. Less than county requires for their building permits. Approved permit request. A Building Permit / Inspection Sheet will be issued ASAP.
2. Discussed a building permit for a new home on Ridge Drive. Discussed the sketch showing the infiltration trench. Determined that it was part of the county stormwater management plan. Approved the permit request as well as accompanying Earthworks Permit and requested signature on Driveway Connection Permit. A Building Permit / Inspection Sheet will be issued ASAP.
3. Discussed a building permit for a new home on N Palmer. All accompanying documents were in order and no issues were found. Approved the permit request as well as the Earthworks Permit and Driveway Connection Permit. A Building Permit / Inspection Sheet will be issued ASAP.
4. Plans for a retaining wall were presented as information to the committee for a property on Hemlock. As it was within the property lines and not adjacent to the CG right-of-way and it was less than the county's permit requirement height, no action was needed.
5. Roadway damage on S Palmer next to a recent construction was discussed. Picture will be taken to compare with previous pictures. Will schedule a repair when Lakeside comes to repair other roadways later this year.
6. Parking pads perpendicular to the roadway were discussed and possible changes to the rule to require a small strip of concrete or asphalt be installed to protect the road edge. Perpendicular parking puts more stress on the road edge than parallel parking. The matter will be discussed further.
7. The issue of confidentiality was presented by the Manager. The manager needs to be able to consult the committee on possible violations of the building rules. Those discussions must remain confidential within the committee to protect member rights.

C.G. ENVIRONMENTAL COMMITTEE MINUTES
Tuesday, April 9, 2024, 9:15 on Zoom

IN ATTENDANCE: Varn Brooks, Chris Buzzard, Sue Dunning, Pat Gulick, Geoffrey Hammerson, Steve McDevitt, Geoff McMichael, Ruth Ross, Lori Van De Mark, Richard Van De Mark

- I. CALL TO ORDER:** Chris Buzzard called the meeting to order at 9:15 am.
- II. APPROVAL OF MARCH MINUTES:** Varn moved and Lori seconded that the March minutes be approved as written.
- III. FISCAL REPORT:** \$3372.78 (no change).
- IV. OLD BUSINESS:**
 - A. New Sign for Memorial Park.** This topic was moved to the top of the agenda because Richard had to leave early for another meeting. Richard reported that the existing plaque cannot be repaired. Chris and Richard proposed having a new sign made of steel. Richard can input the design taken from the original plaque into a CAD program and send to a fabricator. Chris showed an example of a sign created by a fabricator we could work with. Chris will reach out to Jack and Robin Scherting, who have been involved with maintaining the current plaque for a long time, to see if they think this is a good solution.
- V. NEW BUSINESS:**
 - A. Presentation on Proposed Adjustment to Mowing Schedule for Vacant Lots.** Geoff McMichael, who owns a vacant lot on Colman Dr., and Dr. Geoffrey Hammerson, a local naturalist, gave a short presentation about the benefits of moving the deadline for the required first mowing of vacant lots to the end of June. They explained that many of our local songbirds (eg, sparrows, towhees) ground nest in long grass, and many don't fledge their nestlings until the end of June. There has been a dramatic decrease in populations of North American birds over the last 50 years, amounting to a decrease of 3 billion birds since 1970, as reported in a 2019 article in *Science* (Rosenberg KV, Dokter AM, Blancher PJ, et al. Decline of the North American avifauna. *Science*. 2019;366:120-124) and discussed in the following report from the Cornell Ornithology Lab (<https://www.birds.cornell.edu/home/bring-birds-back>). Ground nesting species that are common in our area and have seen large declines in numbers include sparrows and juncos. The committee discussed the issue and concluded that it would be helpful to make it possible for people to adjust their first mowing time until the end of June if they wanted to allow more birds to fledge. The committee discussed 3 considerations supporting this effort: 1) The adjusted schedule should not affect the CG maintenance workers since the vacant lot mowing is contracted out; 2) It would not require any change to the subsequent mowing schedule; and 3) It would not pose any fire risk since the grass is still green in June and burn bans are not put in place until later in the summer. Ruth Ross made a motion that the committee make the following recommendation to the CG Board, Steve McDevitt seconded the motion, and it passed unanimously:
“The committee recommends that the time of the first required mowing of privately owned vacant lots be adjusted to occur by the end of June to allow as many ground-nesting songbirds as possible to complete their nesting cycles.” Ruth Ross and Geoff McMichael will attend the Study Session on April 22 to present the recommendation, since our board liaison, Pat Gulick, will not be able to attend.
[A recording of this discussion is available at 17:40 in the following link

https://us02web.zoom.us/rec/play/4j3qGoZl3bBkdXsvlwhZOdBNY0FJ-tn8UrvnmkrLtCBerWLRkwOleLm2Id-XEj-OHjI1nkO_tqEpJXVn.FdwSBMT1C5nwjZ2L?autoplay=true].

VI. **OLD BUSINESS:**

A. Clubhouse Clean Up Party: Will take place April 10 from 8:30-11:00 am

B. Rain Garden Work Party. Steve will let Ruth know a date when he would like to have volunteers come and Ruth will send out a notice.

C. Beach Clean up April 20: Steve McDevitt reported that the CG Beach Clean-up event will take place on Saturday April 20 in conjunction with the one that is to be held at Fort Worden on that date from 8:30am-12:30pm. Steve will set up at 8:00 am, Sue Dunning and Lori Cameron will be supervising events after Steve has to leave, and then Lori and Richard will arrive around midday and will be transporting the trash to Fort Worden. A poster has been created to publicize the event and will be posted on bulletin boards in the community and email notification will also be sent out. Sue Dunning will keep a record of volunteer hours for the event.

D. Film night: Ali Redmond, Aquarium Curator for Port Townsend Marine Center, will be giving a slide presentation concerning their experience raising Giant Pacific Octopus. Then the film *My Octopus Teacher* will be shown. The volunteers who will be helping set up should be there by 6:00 pm. A poster has been created and will be posted on bulletin boards in the community. The poster will inform people that we will be accepting donations during this event for PTMSC, who are raising money to transfer their operations to their new downtown location. Michael Volkman has kindly offered to handle the technical aspects of the program for us.

E. Shore Friendly Community Workshop: will take place April 26, beginning at the clubhouse, from 12:30 to 2:30 pm. Attendees will learn more about the management of shoreline and bluff properties.

F. Shoreline Stewardship Committee: Steve McDevitt notified us that the Committee has been dissolved due to a lack of members and he has resigned as chair. Discussion of this issue will be taken up at our next meeting.

The meeting was adjourned at 10:40 am.

Respectfully Submitted
Ruth Ross
Secretary
Cape George Environmental Committee

**Fitness Committee
Minutes
4/12/2024**

Attendance : Allan Zee, Judith Chambliss (Co-Chairs) Betsy Coddington (Board Liaison), Jon Karpilow, Fred Miercort, Maria Ramsey, Tom Ramsey, Duane Nail

Absent: Phyllis Ballough, Linda Mollino, Robin Scherting, Bill Sery, Gordon Bair, Marnie Levy (CG Manager)

Welcome to Duane Nail, a new member of the Fitness Center Committee.

1. *Budget / Finances*

- Current balance: \$15501.30
- Fundraiser donations: \$5655 to date. Thanks to Maria for sending all the 'thank you' notes.
- Ideas for spending money: Buy new equipment; regular maintenance; cosmetic update (e.g. painting, mural); Maria will prepare a proposal with "facelift" cost estimates.

2. *Equipment*

- Equipment re-arrangement was approved. It will take place the first Sunday in May. The Fitness Center will be closed for that period of time.
- A motor for the non-functioning Treadmill L8 has been ordered. Mark H. has ordered a new motor. He will return when he has the part. If the problem is not fixed, we will replace that machine. If it is fixed, then Body Solid or Smith Machine will be replaced. John will research Body Solid options; and we will ask Phyllis to research Smith Machine replacement options.
- It was voted to spend no more than \$10,000 total on any new equipment.

3. *Maintenance*

- Mark Harder completed his second maintenance visit in March. He will return in six months.
- We have labeled each machine with a volunteer "caretaker" of the machine.
- Broken mirror replacement has been accomplished. (Huge thanks to Phyllis for overseeing the process and Tom Becker and Donnie for the installation.) A \$100 gift certificate to the Pizza Factory was approved as a gift for Donnie.
- The southeast wall mirror will be replaced or moved to the south wall, pending new configuration of the equipment.
- Removal of the now unused dispensers that are still on two walls need to be arranged and the walls will need repair.
- The pool side wall will then have an "emergency kit" mounted. We need follow-up with Marnie for emergency kit status. Jon will check with Jefferson County Fire Department about training for use of emergency equipment.

4. *Personal Trainers*

- Waiting on Marnie to contact the insurance agent regarding liability issues.

5. *Floor cleanliness*
 - Marnie to talk to current cleaning service about cleaning/washing the floor covering (in the weight area) once a month.

6. *New Committee members needed?*
 - Ideas for soliciting new Committee members: "Wanted" poster in the FC , newsletter solicitation; recruitment letter to donors; table/booth at upcoming social events (Allan will check with Cassie if that is OK). Maria will draft a "Members Wanted" poster to be posted in the FC.

7. *20 years anniversary celebration (in September)*
 - A Subcommittee will be formed. Maria volunteered and Phyllis will be asked to co-chair the Subcommittee.
 - Ideas for the celebration: T-shirts (pre-ordered; with optional sizes, sleeve length; tours of the FC; possible presentations by trainer(s).
 - Social gathering(s): food, fun activities and informational displays.
 - Allan will talk with Cassie regarding other activities in September so that we can pick a date that does not conflict with other events.

8. *Current co-chairs will be resigning Aug. 31 and need to be replaced*
 - Tom offered to be a co-chair.
 - Maria will consider being a co-chair.

9. *Small Group Intro Sessions*
 - Discussed offering small group introductory sessions on how to use FC equipment (not including suggestions for exercise routines). A notice needs to be put in the newsletter asking interested individuals to contact Allan or Judith, who will then collect the names of those who have requested assistance and arrange a small group introductory session, which would need to be led by two Committee volunteers. Fred and Allan volunteered to help out with that.

Next meeting: Friday, May 10, 11:00 a.m. in the Clubhouse

Marina Committee Meeting Minutes for Mar 03-2024

Meeting called to order at 11 AM

Minutes were accepted w/o changes

Bottom samples from Marina submitted by Gary Rossow as tested in 2003

Bottom paint discussion, no ablative paints can be scraped in our marina.

New Seahawk non-ablative paint will be trialed this year on Craig Muma's boat

HM wanting to form clean marina focus group to see where we need to go

HM report – Registration challenges continue, some marina registrants not responding to contact. Insurance issue of Additional Insured vs. Additional Interest ongoing.

Ross- Should we contact local insurance agents to see if we can get liability coverage for a number of boat owners in our marina. We need a volunteer to track on this.

Memorial fund balance - \$11,045

WaterFrontFestival – show of hands majority believes the WFF is important.

HM – wants to create a list of people wanting to crew on someone else's boat and/or possibly a list of boat owners either looking for people to help crew or simply willing to take guests for a ride.

HM – creating share point online so anyone can access marina info such as the crew list just referred to. Also, all documents, history, meeting minutes, rules and regulations, etc.

MC – interest exists for a cruise group to take minimal kind of cruises for members to get introduced to overnight cruising.

Gordon Yancy – Proposing a music series for fund raising for the community. Everyone liked the idea. Gordon will come back with a written proposal.

HM – Salvage operation going on for derelict crab traps that have been located via underwater camera. Area has been mapped by side scan sonar, challenge is to figure out how to get them out of the water. Underwater robots are extremely hard to follow as it is easy to lose orientation. Steve McDevitt is spearheading the attempt.

Marina Sale 2024 –

Can we pick up donations outside of CG if someone wants to donate – yes

Barn is a mess right now – next Tue need a crew to help organize it

Security – Gate keepers are seeing people down at south parking lot and are leaving the gate open. Do we need to leave it open or close it assuming that anyone down there should have a key or they don't belong there. Discussion on electric gate on Marina Drive. Nothing definite.

HM – Waiting list and slip assignments are being worked on and should be posted soon.

M Heckinger – Special Reserve Study community meeting tonight.

Ross – callout for Board of Trustees nominees.

Meeting adjourned at 12:05

Pool Committee Minutes
Tues. 4/2/2024

Meeting called to order at 3:00

Committee members present- Kriss Edwards, Patty Dunmire, Michael Volkman, John Galm, Robin Scherting, Denise Dowd, Board Liaison, Ray Pierson. Absent Sandi Gulin and Cape George Manager, Marnie Levy.

Financial Report - Update, \$37.08 was spent for new shower curtains. New balance is \$15,218.78

Pool operations, pool deck and drainage.

Denise Dowd motioned to buy a new heat pump and Michael Volkman second. The committee vote was a unanimous yes.

Michael Volkman requested we hear what Richard Vandermark comes up with in regards to the drainage with as well as looking into grinding the pool deck areas that are in need.

Pool Fundraiser

The donations will go towards continuing to upgrade and maintain the pool, changing rooms and exercise equipment. The Pool News for May's newsletter will list the upgrades and maintenance that the prior donated funds went towards.

Flyers and banners will be up prior to May first. The Thank You Party is suggested for Friday, May 24th. We will discuss further at the next committee meeting on May 7th.

Huge thanks to Sandi Gulin for providing the art for the flyers, once again. We will ask for her help for the party flyer as well.

Women's changing room toilet

Michael Volkman agreed to fix the toilet in the women's changing room. I will be there for support.

Pool Rules

All agreed with the suggested changes and Pool Liaison, Ray Pierson will present them to the Board during the April's study session. All changes have been sent to the Board for review for prior questions or concerns.

Denise Dowd suggested a manual of the pool maintenance. Michael Volkman mentioned we should have all pool info in one area in the cloud.

Meeting adjourned 4:00

Next meeting May 7th, 3:00 at the clubhouse. Please be there if you possibly can to plan for the fundraiser party.

Meeting Note_ 3-18-24_ CG Strategic Planning Committee

Present: Judy Caruso (chair), Marnie Levy (CG Manager)

Betsy Coddington, Susi Feller, Marty Gilmore, Linda Mollino, Mary Larson (secretary)

We are creating a comprehensive living strategic plan for Cape George Colony Club with our focus on community resilience over the next 30 years.

PROPERTY & FACILITIES

The committee members toured the water facility, led by Marty Gilmore. The committee discussed possible recommendations for inclusion in the upcoming Strategic Plan.

The committee reviewed information about the barn and the firehouse and discussed possible recommendations for inclusion in the upcoming Strategic Plan.

EMERGENCY PREPAREDNESS

Committee deferred discussion of the proposed revised committee charter to the next meeting.

COMMITTEE WORKINGS

Meetings notes from March 11, 2024 were approved as revised.

Next Meeting: April 1, 2024

Notes submitted by Mary Larson

Meeting Note_ 4-1-24_ CG Strategic Planning Committee

Present: Judy Caruso (chair), Marnie Levy (CG Manager)

Betsy Coddington, Susi Feller, Linda Mollino, Mary Larson (secretary), Marty Gilmore (planned absence)

We are creating a comprehensive living strategic plan for Cape George Colony Club with our focus on community resilience over the next 30 years.

COMMITTEE WORKINGS

Meetings notes from March 18, 2024 were approved as revised.

One committee member showed up in a funny hat for the April Fool's meeting, and she wore it with pride!

EMERGENCY PREPAREDNESS

Revisions to the charter for the Emergency Preparedness Committee were discussed and further revised.

PROPERTY & FACILITIES

Barn: The committee reviewed the steps the manager has taken to safely use and to assess the structure.

Mary provided preliminary information on the list of all Cape George properties held in common.

COMMUNICATION

The Committee developed a method for drafting the Strategic Plan. We agreed that each person will bring a write-up from one of the areas they have been researching along with draft recommendations for that area. These will be discussed at the April 15 meeting, both for substance and for potential as a template for how to structure the Strategic Plan.

The next committee meeting will be April 15, 2024.

Notes submitted by Mary Larson