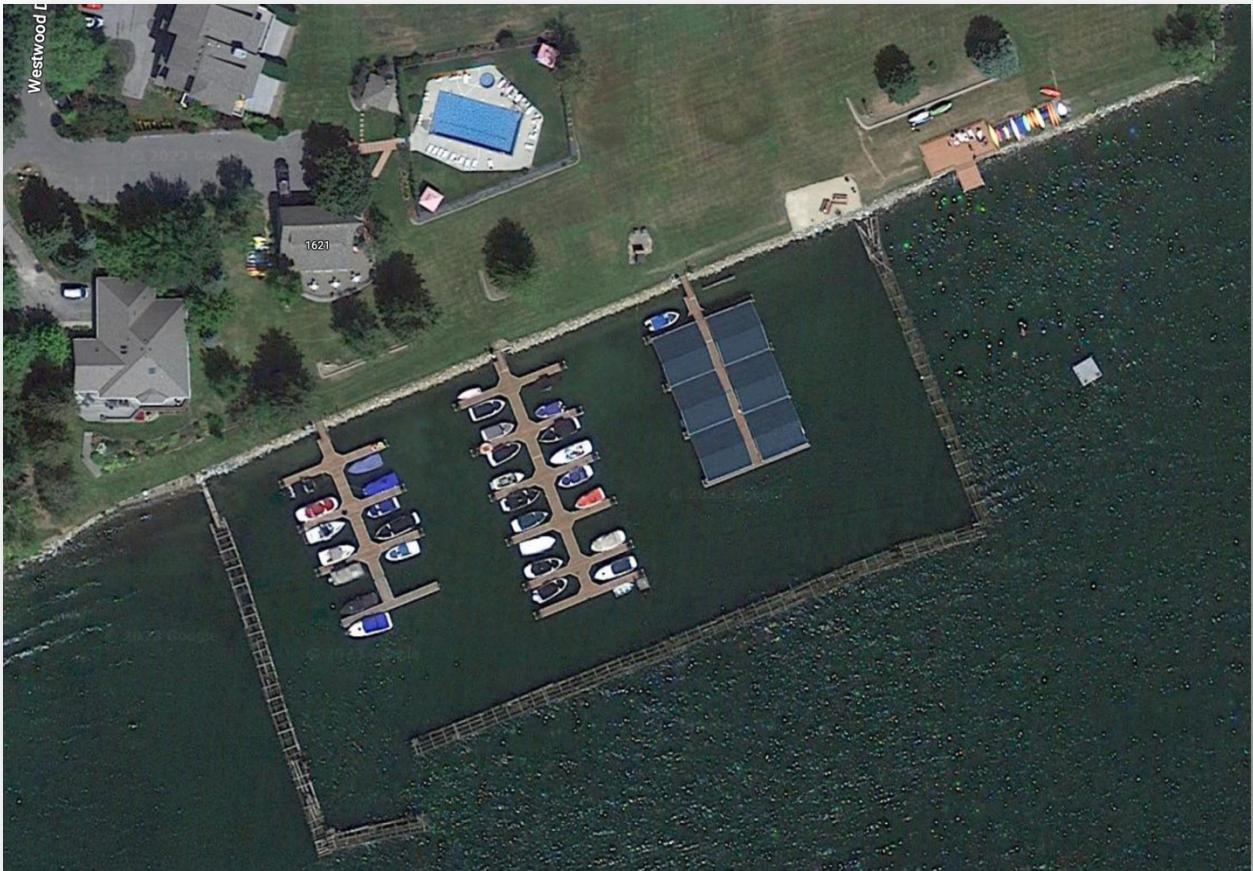


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# Waterfront Committee Report

November 10, 2023



*Figure 1 Westwood Village Waterfront via Google Maps*

## Background

Westwood Village Homeowners Association (WVHA) is located on the Pend Oreille River and includes a marina with three floating docks hosting 50 seasonal slips, each at least 27 by 12 feet in size. On C dock there are 12 slips with metal framework for shade covers in the summer. The framework and covers are owned by the slip renters who pay an annual fee to a third party for their installation, removal, storage, and maintenance.

The floating breakwater that protects docked watercraft and the docks themselves has been replaced over the past few years at an expected final cost of nearly \$350k, funded by reserves and special assessments on the entire association membership.

The US Army Corps of Engineers manages the Albeni Falls Dam, which is downstream of WVHA and affects the water level seasonally with over ten feet of difference between full summer pool (2062.5') and lowered winter levels. The slow annual rise and fall of the water level contributes to wear and tear as the docks and breakwater progressively settle onto and rise from the uneven river bottom.

Each of the three docks are made up of two sections. All are topped with redwood decking. Depending on the section, the wooden framework for the redwood cedar decking is secured to either a wooden or metal frame, which is itself secured to either log or plastic floats.

At the annual meeting of the Association held Monday, July 3<sup>rd</sup>, 2023, there was a lengthy discussion about the condition of the docks, repairs needed, and the associated costs. It was highlighted that the fees charged for slip rental in the marina are far below rates charged elsewhere on the lake.

WVHA slips have been rented to WVHA owners for \$350 per season for many years. In 2007 a \$200 penalty was instituted for prospective slip renters if they did not submit their paperwork by April 1<sup>st</sup>, effectively increasing the slip rate to \$550 for late submissions. WVHA and Westwood Terrace owners and renters are allowed to rent a surplus slip at \$850 per season.

The \$200 early payment discount was eliminated at the meeting, effectively raising the slip rental fee to \$550 per season for the first slip rented by an owner. It was also motioned and approved to separate marina from non-marina related costs and revenue for better transparency, and it was suggested that slip rentals should cover marina expenses entirely.

A motion was made and approved to stand up the ad hoc Waterfront Committee to analyze the condition of the docks and finances and make recommendations to the board. The final report includes this document, a spreadsheet with multiple tabs, and a set of slides with images of the docks and the issues identified. All are available under the Waterfront Committee tab at our website. Final reports from the committee's previous work in 2017 and 2021 are available under the Archives tab.

## Findings

The following questions were included in the committee's charter, and the committee's findings are summarized below in answer to each.

Q1. For every dollar spent by owners in dues and assessments, how much was spent on the marina versus non-marina.

For each dollar paid in dues and assessments for WVHA since 2011, 5 cents went to the marina. See the [Financial Analysis](#) tab in the accompanying spreadsheet.

Q2. For every dollar spent on the marina, how much came from slip rentals versus all owners.

For each dollar spent on the marina since 2011, 50 cents came from slip fees.

Q3. Provide a report on the current state of the marina docks, including a list of issues to be addressed.

*Inspections were performed during multiple visits over several days with the water at full summer pool and after the water had dropped. A set of slides with images illustrating the docks and issues identified are provided with this report.*

There are several places in docks A and B where the float logs are waterlogged. The log buoyancy has failed or is severely degraded. Portions of the dock and fingers are well below the recommended height (18 – 24") above the waterline. Stepping on the end of several of the fingers can cause them to be submerged.

The differences in buoyancy among the logs places a lot of stress on the 6x6' crossmembers that hold the logs together, as well as the wood framework bolted to them that supports the redwood cedar decking.

The stability is made worse by the rot and subsequent failure of many of those same crossmembers. It has resulted in torqued and tilted sections of the main dock and fingers. Several junctions of fingers to dock are no longer sturdy.

There are many places in the decking framework that are rotted. This shows up as multiple trip hazards in raised decking and screws popping out of the rotted wood.

There is significant play in the multiple joints between some of the fingers and main docks. Their ability to stay together during a strong storm is hard to predict. Damage to moored watercraft is likely if they come apart.

Given the age of the docks and failure of the foundational components, it does not seem prudent to invest heavily in short term fixes. It is not cost effective to replace individual logs in the docks or fingers.

If we chose to overhaul without replacing the float logs, a labor-intensive effort would be needed to peel back the decking (and the wood frame it is sitting on) to get to all the failed crossmembers. The crossmembers get secured to the logs with very long lag bolts, but logs that have lost their buoyancy are waterlogged and soft. Screws and lag bolts won't hold.

Q4. Provide a ten-year roadmap for marina dock maintenance repairs or replacement with estimates and a plan for funding.

The committee recommends a ten-year program to replace all but the newest section of A dock. A detailed plan is provided below and in the [Program Budget](#) tab in the accompanying spreadsheet.

Q5. Identify any limitations in the governing documentation that restricts the board of directors from setting slip rental fees.

None noted. Per our Bylaws in Article II Section 2 [Powers and Authority](#) paragraph (j) at the bottom of PDF page 7; "The Association may charge owners or others reasonable fees for use of any facilities on the common property to help defray the costs of construction, maintenance, repair or operation of such facilities." The Bylaws PDF is on our web site under the [CC&R tab](#).

## Recommendations

### Dock Refresh

Given the condition of the 1980's era docks and a continued desire to have a marina at Westwood, the committee recommends a ten-year program of funding and projects to replace the docks and build a reserve fund for the marina.

B dock is the oldest in the marina and most in need of replacement. As the first project in the program, it appears possible to split the outer (south) section of B dock into two (middle and south) and replace them one at a time. This makes each chunk of work more affordable but may mean paying twice for contractor deployment.

The north section of B dock is also in poor condition and would be next.

This should be followed by the shore (north) side section of A dock. The outer (south) section of A dock was new in 2017 and added four slips to make a total of 50.

C dock needs a plastic float replaced and short-term fixes to some rotted deck framework but is in the best shape of the three. The final project will be replacement of C dock and will require coordinating with the third-party manager of the awnings.

Refer to the Replace Docks section of the **Program Budget** tab in the spreadsheets for estimates and timeline.

Dock replacement estimates are based on today's cost of about \$75/sq ft for plastic floats in a metal frame with cedar decking, like the new section of A dock. The remaining wood pilings should be replaced with metal as part of each dock replacement and currently cost \$1,300 each.

The numbers are not adjusted for inflation over the length of the program illustrated. Actual bids should be obtained from multiple contractors for the individual projects to obtain the best product at the best price.

Increasing the Special Assessments and/or slip fees for the dock refresh would accelerate the program and could reduce overall costs by combining projects.

### **Accounting**

By an approved motion from the floor at the 2023 annual meeting, the owners voted to separate marina from non-marina accounting for transparency.

### **Financial Management**

By another approved motion from the floor, the owners voted to prevent using slip rental revenue for anything but marina upkeep. If this restriction is to be enforced over the long term, an approved motion from the floor is inadequate. It also seems overly restrictive and may unnecessarily hamper the board's ability to manage finances in the face of adversity. The committee recommends this be an agenda item at the next annual meeting.

The committee recommends that the separation of accounting for marina versus non-marina expenses not prevent the board from moving money with documented transactions when responsibilities dictate.

### **Special Assessments**

Article VI Marina Paragraph 1. Rentable Slips in our Declaration of Condominium (PDF page 21 of 47, or Page 16 on the page footer) states, in part: "Use, maintenance and repair of the marina and the waterfront property shall be administered by the Association and the costs of maintenance and repair shall be assessed in the same manner as other Common Area improvements."

The PDF of our Declaration is available under the [CC&R tab](#) at our website.

The committee recommends a series of Special Assessments to help fund replacement of the marina docks.

### **Lease Agreement**

The committee recommends review of the WVHA slip rental agreement and insurance to ensure protection from the risk of storm damage to moored watercraft.

### **Slip Rates**

The slip rates were effectively established at this past annual meeting as follows:

Owner's first slip: \$550/season

Other: \$850/season

The rates we charge for slip rentals are unrelated to the market but are less than half the cost of nearby comparable offerings. The committee recommends a gradual raising of slip rates over the next decade as part of the budget process to accelerate the program and build a reserve.

### **Paperwork Deadline**

A \$200 discount for submission of all necessary paperwork prior to April 1 was effectively removed through an approved floor motion at this past annual meeting. The committee recommends adopting a similar rate class for late submission with a \$100 penalty.