

LAKELAND VILLAGE COMMUNITY CLUB
Board Meeting Minutes
September 2020

Date: September 23, 2020

Location: Remote Conference Call due to COVID-19, residents of Lakeland were invited to participate

Board President Dennis Floyd called to order the regular meeting of the Board of Directors at 5:30pm.

Board Members Present: Cindy Ross, Dennis Floyd, Michael Pearce, Maureen (Mo) Allen, Jason Ilarraza, Verne Poupitch, Les Dennis

Others Present: Laurie Swetkovich, Richard Bell

Absent: Don Huibregtse, Vince Marabella

Announcement: The meeting is being recorded. If at any time someone would like the recording to stop, please inform the board, otherwise it shall be deemed that we have consent to record.

Minutes from the July board meeting:

July minutes were approved by an electronic vote on August 28, 2020.

Aye: 7

Opposed: 0

Abstain: 1

Minutes from the August board meeting:

Motion: Michael Pearce moved to approve the August meeting minutes with one correction.

Second: Mo Allen

Aye: 6

Opposed: 0

Abstained: 0

Officer Reports

Treasurer's Report

Financial reports for September 2020:

Balance Sheet as of September 21, 2020

Checking	\$ 7,591.03	
Savings	\$ 15,379.60	
Money Market	\$ 216,294.36	(\$37,000 reserve; \$23,225 litigation; \$155,525.27 general; \$544.09 interest)
Money Market Ck.	\$ 5.00	
Accounts Receivable	\$ 15,460.42	
Undeposited Funds	\$ 740.00	
Total	\$ 255,470.41	

Statement of Activities (Accrual method) as of September 21, 2020

Total Expenses	\$ 110,421.07
Total Income	\$ 219,362.90
Net Ordinary Income	\$ 108,941.83
Net Income	\$ 108,941.83

President's Report

Dennis Floyd reported that since the August Board meeting, we have formalized our working relationship with attorney Bryce Dille in Olympia, WA. We have already made use of his expertise and legal services in response to complaints against a firm building homes in LakeLand Village. These disputes are unresolved at this time.

The Architectural Control Committee (ACC) led by Les Dennis has been extremely busy with permit requests and visits to consult with homeowners. Les has undertaken the task of reviewing our approval forms for both owner projects and builder new construction. There is now a greater sense of discipline within the ACC.

The basketball court has been repaired and resurfaced. The court was also re-striped, and we have received numerous compliments from residents who make use of the court. The cost of this work was nearly \$9,000 and was paid from the \$37,000 first year investment we previously made to fund our Reserve Study. I contacted Jeff Samdal, who prepared our Reserve Study and he said we should spread the nearly \$9,000 cost over the remaining nine years of our ten year funding plan to stay on course with the funding objectives outlined in the Reserve Study. That would result in an increase of about \$1,000 a year for future annual funding.

I recommend we cancel the planned Christmas parties for both children and adults. I believe that bringing together large groups of kids or adults will remain impractical and will likely violate the Governor's guidelines regarding the size of public meetings.

The amount of time spent by a number of members of the Board to serve this community continues to increase. As a volunteer Board we rely on the commitment of our volunteer Board members to manage the business of governance of LakeLand Village. I look forward to a discussion in November, or earlier, about how we can best manage the tasks of managing the affairs of our LakeLand Village community.

Vice-President's Report

No report.

Committee Member Reports

Maintenance

No report.

Patrol

No report.

Architectural Control (ACC)

Les Dennis reported that most permits are being approved, some with modifications. The committee is doing their best to ensure permits are authorized following community covenants and resolutions. Permit forms have been revised and have a start and end date.

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Lake Management

Dennis Floyd reported that the LakeLand earthen dam was inspected by the state on Thursday, September 10, 2020. The inspection began with a review of maintenance records and past dam inspection reports. An electronic copy of the Emergency Preparedness document was requested, which includes the names of current officers and phone numbers of people living downstream from the weir. Also requested was the amended statement for the management of the weir. This states the Board approved locking the weir boards in place effective October 2018 to maintain a consistent level of water in the lake while providing for seasonal outflow downstream to support salmon migration.

Their inspection continued at the earthen dam. They requested we mow the entire slope of the dam in the future rather than just a clear path to the secondary valve and explained that the best way to test the valves would be to open the first valve (in the water just off the dock) and open the secondary valve at the base of the backside of the earthen dam. Once we observe the flow of water, then close the secondary valve followed by closure of the first valve. Then re-open the secondary valve to allow dispersal of trapped water and finally close the secondary valve. We were also asked to monitor mole activity on the slope of the earthen dam leading down to the secondary valve. I have requested that our maintenance technician give this matter immediate attention.

The entire length of the earthen dam surface was surveyed to record the height of the dam above the lake water level every 25 feet along the crown of the dam. These measurements are taken during State inspections of the dam and compared with previous survey measurements to determine if there are any issue related to soil settlement.

We finished at the weir and stream bed leading to the culverts. We had permission from Richard Bell to be on his property for this inspection. Across from Bell's property there is a tree with some roots exposed located at the far edge of the weir. We were asked to keep an eye on it, as there is a chance it could fall across the weir if the tree becomes more unstable. Additionally, we were asked to remove moss buildup from the concrete surface areas of the weir so that future inspectors could easily see the condition of the entire concrete weir surface. The moss growth occurs in just a few areas on the weir surface. The moss growth will be cleaned from the concrete weir as part of Dennis's routine during future monthly inspections.

We finished by observing the flow path of the stream beyond the culverts positioned under E. Lake Shore Drive. Though this topic is not part of the dam inspection, it was pointed out that the property owned by Joan Thornton (Lot 59, Division 7) has erosion of the stream bank near the back corner of the home and deck and probably needs attention to prevent further soil erosion. I will share this observation with the Architectural Control Committee next week.

The inspectors were complimentary of our efforts to maintain the dam, our weir, and related records. We are awaiting a formal report on this inspection, which should be sent within a few weeks.

Recreation

Jason Iarraza reported that the Allyn Community Association (ACA) is interested in providing something for children and so is LLVCC. Perhaps LLVCC would like to collaborate with ACA for this event.

Public Relations

Mo Allen reported that all Sheriff meetings have been cancelled due to COVID-19. Mo contacted the Sheriff's office Chief Brian Sperling and they are going to begin two routes through LLVCC. Residents who have been victims of theft or vandalism must report instances to the Sheriff's department for the routes to continue, as to date, he thought they had only received two reports.

Hearings

No report.

Welcome Committee

Michael Pearce reported that committee members have been out meeting new residents and providing them the LLCC cups and coupons. In addition, the office manager sends out a welcome packet with a lot of information about rules, regulations, car stickers, etc.

Community Members

Richard Bell participated in the virtual meeting, yet we were unable to hear him. Jason Ibarra shared that Richard is willing to meet with us and discuss creating alternate ways of dealing with permits, etc. Dennis Floyd will follow up with Richard.

New Business

Open Reserve Study Account at Kitsap Credit Union

Kitsap Credit Union needs signed meeting minutes of the official signers for a new money market account.

Motion: Cindy Ross motioned to set-up an account at Kitsap Credit Union in the amount of \$37,000, with these check signers: Cindy Ross, Dennis Floyd, Vince Marabella.

Second: Michael Pearce

Aye: 6

Opposed: 0

Abstained: 0

Next Board meeting

October 28, 2020

Action Items

Due to technological issues the meeting was adjourned early. Any pending items will be addressed at a later date.

Meeting Adjournment

Meeting Adjournment: 6:12pm

Motion: Michael Pearce motioned to adjourn the meeting.

Second: Cindy Ross

Aye: 6

Opposed: 0

Abstained: 0

Respectfully submitted,

Cindy Ross, Treasurer/Secretary

LAKELAND VILLAGE COMMUNITY CLUB
Board Meeting Minutes
September 2020
Part II, continuation of September 23, 2020 meeting

Date: September 30, 2020

Board President Dennis Floyd called to order the meeting of the Board of Directors at 5:31pm. Today's meeting is Part II of the regularly scheduled September meeting that was conducted remotely and ended early due to technological problems.

Board Members Present: Cindy Ross, Dennis Floyd, Michael Pearce (remotely), Maureen (Mo) Allen, Jason Ilarraza, Verne Poupitch, Don Huibregtse, Vince Marabella

Others Present: Laurie Swetkovich, Vanessa Crowley

Absent: Les Dennis

Announcement: The meeting is being recorded. If at any time someone would like the recording to stop, please inform the board, otherwise it shall be deemed that we have consent to record.

Procedures to Conduct Monthly LLVCC In-Person Meetings

Dennis Floyd presented a written procedure to conduct in-person meetings for LLVCC, there are six conditions that must be met to attend.

Motion: Cindy Ross motioned to adopt the written in-person meeting procedures dated September 30, 2020 as presented by Dennis Floyd.

Second: Vince Marabella

Aye: 7

Opposed: 0

Abstained: 0

Old Business

Conflicting Guidelines Resolution 1 & 23

Vince Marabella reported that there are conflicting guidelines between Resolution 1 & 23. Resolution 1 permits residents to park recreational vehicles on their property for divisions 1 – 7. Dennis Floyd read excerpts from a document provided to the Board from attorney Rob Wilson-Hoss, which addresses that when a Board through good intentions or by error and were not contested for six years after written the Resolutions prevail.

Motion: Vince Marabella motioned to send his suggested revision to Amendment 1 to the attorney for review.

Second: Verne Poupitch

Aye: 5

Opposed: 2

Abstained: 0

Renter Resolution

This topic was tabled until the October Board meeting.

New Business

New Lakeland Village SFD Construction Permitting Process

Les Dennis has been strengthening the permit process, to aid LLVCC to better comply with Covenants and Resolutions.

Additional Assistance with ACC

Don Huijbregtse would like the Board to consider hiring a person to work with the ACC. The topic will be researched during budget workshops and meetings.

Security Cameras

Don Huijbregtse reported that there have been thefts and vandalism occurring within LakeLand. He suggested adding high resolution cameras at the Homestead and Lakeland Drive entrances into LakeLand. This topic will be researched during budget workshops. Mo Allen will inquire with the Sheriff department to determine whether they have any recommendations about cameras.

Additional Budget Preparation Workshops

Dennis Floyd will plan several workshops to be held prior to adopting a draft budget in November 2020.

Wildfire Community Evacuation Plan

A few residents are concerned about the lack of a community evacuation plan for LakeLand residents. The Board will create a plan. Merton Creek Road, Homestead, and Lakeland Drive are the only entrances and exits to the community. Verne Poupitch and Michael Pearce volunteered to begin contacting the fire department, etc. to help develop an evacuation plan.

Resolution 16

Discussion occurred about fines, warnings, home businesses, etc. Input requested on B.3. before the next meeting.

Tree Removal

Mr. Randall asked that three trees be removed on Lot #55 near his home. It has been confirmed that the trees of concern are located on LLVCC property, and not on property owned by the Navy. The Navy's Forestry Specialist established that three trees need to be taken down and/or removed, and one tree should be topped which would eliminate probable fall hazards. The successful bidder, West Sound Tree Service will cut down the trees at a cost of \$1,800 plus tax and will not remove them.

Public Comments

Vanessa Crowley spoke about combining a Christmas event for the residents of LakeLand and Allyn. She suggested that both LLVCC and Allyn Community Association sponsor pictures of children in front of a holiday theme background, which would meet COVID-19 standards.

Verne Poupitch, Jason Ilarraza and Laurie Swetkovich will participate on a committee with Ms. Crowley.

Next Board meeting will take place on October 28, 2020.

Meeting Adjournment

Meeting Adjournment: 7:32 pm

Motion: Verne Poupitch motioned to adjourn the meeting.

Second: Don Huibregtse

Aye: 7

Opposed: 0

Abstained: 0

Respectfully submitted,

Cindy Ross, Treasurer/Secretary

