

LAKELAND VILLAGE COMMUNITY CLUB
Board Meeting Minutes
August 2022

Date: August 24, 2022

James Byrne, President called to order the regular meeting of the Board of Directors at 5:34pm.

Board Members Present: James Byrne, Cindy Ross, Peter Nash, Don Huibregtse, Sylvia Banzon, Maureen (Mo) Allen, Madison Barnard

Absent: N/A

Others Present: Mary Helton, Jerry Cloyd, Jenny Cloyd

July Board Meeting minutes

Motion: Don Huibregtse moved to approve minutes as written.

Second: Mo Allen

Aye: 6 (Sylvia, Peter, Don, Cindy, Mo, Madison)

Opposed: 0

Abstained: 1 (James)

June Community Meeting Minutes – Electronic Vote on 8/10/22

Motion: Cindy Ross

Second: Sylvia Banzon

Aye: 5 (James, Peter, Mo, Cindy, Sylvia)

Oppose: 0

Abstain: 3 (Don, Madison, Jason)

Public Comments

Jenny Cloyd: Liked email about foul language at the park and safety. Would like to see a reminder about the rules (with rules included) go out monthly in the summer months.

Jerry Cloyd: Important to remind people of rules.

LLVCC response: Common area rules are on the LLVCC website and can be provided in summer newsletter.

Officer Reports

Treasurer's Report

Financial reports for July 2022:

Balance Sheet as of July 27, 2022

Checking	\$ 22,619.49
Savings	\$ 124,864.55
Cap Imp Reserve	\$ 63,008.12

Litigation	\$ 61,215.08
Money Market	\$ 91,786.14 (general funds)
Money Market Ck.	\$ 5.00
Accounts Receivable	\$ 89,325.03
Prepaid Insurance	\$ 5,520.49
Undeposited Funds	\$ 77,422.73
Total	\$ 535,766.63

Statement of Activities (Accrual method) as of July 27, 2022

Total Expenses	\$ 107,183.71
Total Income	\$ 316,766.01
Net Ordinary Income	\$ 209,582.30
Net Income	\$ 209,582.30

Balance Sheet as of August 23, 2022

Checking	\$ 2,748.27
Savings	\$ 204,287.15
Cap Imp Reserve	\$ 63,008.12
Litigation	\$ 61,215.08
Money Market	\$ 91,786.14 (general funds)
Money Market Ck.	\$ 5.00
Accounts Receivable	\$ 161,248.85
Prepaid Insurance	\$ 5,520.49
Undeposited Funds	\$ 0.00
Total	\$ 589,819.10

Statement of Activities (Accrual method) as of August 23, 2022

Total Expenses	\$ 116,571.11
Total Income	\$ 319,473.26
Net Ordinary Income	\$ 202,902.15
Net Income	\$ 202,902.15

Audit Process

Clarke Whitney CPA, Inc. continues to audit the 2021-22 records of LLVCC, it is anticipated that a draft of the audit will be provided by the end of August.

Quarterly Tax – form 941

Olympic Tax prepared the quarterly payroll tax report.

Zoom call with Olympic Tax

James Byrne will set up a call with Olympic Tax to review financial practices.

President's Report

James Byrne reported that he is appreciative of Mary Helton and Sylvia Banzon's contributions in the office. LLVCC has had a couple of legal issues that are being dealt with. When a phone call is made to the LLVCC attorney, he is doing his best to follow up via email.

Bids are being requested for landscaping and maintenance services.

Vice-President's Report

Peter Nash introduced the idea that the Board needs strategic priorities to meet the needs and wants of the community. The goal is to be more proactive.

Committee Member Reports

Maintenance

Mary Helton reported that there are some deck boards on the dock that need replaced. Cedar boards will be purchased, and boards replaced. James Byrne will find out if the current maintenance technician plans on returning in the spring.

Landscape

James Byrne will secure three bids for landscaping services.

Compliance/Patrol

Don Huibregtse reported that Patrol has been pretty quiet.

Compliance believes that two trailers on Lakeshore Drive may have people living in them. One party will be advised that a hearing will be scheduled. A letter will be sent to the other resident, requesting information.

A resident began construction of a swimming pool without an approved project permit. A certified letter about the need for a permit was received by the resident, although they have not responded. No further work on the pool has occurred.

A mass email to community members was sent about removing political signs and being careful when driving to avoid people walking on LLVCC's streets.

A resident on Allyn View Drive began adding an enclosure to their home without a project permit. James Byrne will have LLVCC's legal counsel write a letter to the homeowner.

ACC

Don Huibregtse reported that project permits have increased, most of which have been simple projects. One homeowner would like to remove 20 Leland Cypress trees which are not native. Non-native trees can be removed, the Compliance Officer will approve the permit.

Lake Management

Peter Nash reported:

- Need to log monthly checks of the dam. Compliance/Patrol will begin logging.
- Peter will call the trapper and let them know there is still at least one beaver on the lake.
- Justin Phelps with county reported that the sewer pump has been installed, and they are working on a few other items.
- Curly pond leaf is pretty much under control.

Recreation

Cindy Ross reported that the Fiesta themed community picnic was held on August 21, 2022, with approximately 80 community members and their families in attendance. The local band named Windjammers performed, and all spent a wonderful Sunday afternoon listening to music, visiting, and eating delicious food prepared by 2 Margaritas. Jason Ilarraza, Mo Allen, Sylvia Banzon, and Cindy and Jerry Ross volunteered at the event. Next year, more volunteers will be needed.

Hearing Committee

None.

Public Relations

Mo Allen reported that she attended the August 11, 2022, meeting with the Mason County Sheriff at Burger Claim in Belfair.

Chief Spurling opened meeting by saying that the department will be enhanced with a bilingual member. Mr. Neatherlin talked about the highway 3 By-Pass project. Funds are reserved.

Deputies are being pulled from regular duties and working at the jail due to staff shortages at the jail.

Two hundred units are being built above McDonalds in Belfair, increasing traffic. No traffic light will be installed at the McDonald's/Post Office intersection, instead, traffic will be rerouted with one way in and one-way out.

Speeders in LakeLand, the county plans on installing a strip counter to obtain data about the times of days speeding is occurring so that deputies can be on duty during those times.

Hearing

Hearing about a barking dog ended without being completed. Board will host a last chance remote hearing, where rules will be distributed in advance.

Motion: Peter Nash motioned to hold a remote hearing with rules distributed in advance, each party will be given no more than 10 minutes to speak.

Second: Madison Barnard

Aye: 6 (Don, Peter, Cindy, Mo, Madison, Sylvia)

Opposed: 0

Abstained: 1 (James)

Board Member Resignation

Jason Ilarraza resigned from the Board as he is selling his home and moving out of the community.

Welcome Packets

Letter that is distributed to new homeowners has been revamped and will include an invitation to stop by the office and receive a housewarming gift from LLVCC. The letter will be emailed to Board members.

Project Permit Applications

LLVCC does not charge for permits.

New Business

Tree Removal on Lakeside Property

James Byrne applied for an emergency county permit to remove a dangerous tree that is near the lake. West Sound Tree service was hired to remove the tree, and they did not remove it because they did not believe the tree was a danger. James Byrne will contact the county and explain what happened with the tree service to ascertain next steps. James Byrne and Mary Helton will draft a letter to the homeowner.

Vacant Board Position

One position needs to be filled.

Office Coordinator

Motion: Don Huibregtse motioned to permit the Office Coordinator to work additional hours (above 25 hours per week) as needed.

Second: Madison Barnard

Aye: 5 (Don, Peter, Cindy, Mo, Madison)

Opposed: 0

Abstained: 2 (James, Sylvia)

Motion: Don Huibregtse motioned to permit the temporary Office Coordinator to work 12 – 16 hours per week as needed.

Second: Madison Barnard

Aye: 5 (Don, Peter, Cindy, Mo, Madison)

Opposed: 0

Abstained: 2 (James, Sylvia)

PTO Policy

Motion: Mo Allen motioned to adopt the Paid Time Off policy as written.

Second: Cindy Ross

Aye: 5 (Peter, Cindy, Mo, Madison, James)

Opposed: 0

Abstained: 2 (Don, Sylvia)

Transfer Fee

Private Sale or Inheritance – whenever a property sells or transfers to a new party a transfer fee is applicable once the title of the property has been recorded with the county.

Motion: Cindy Ross motioned that whenever a property sells or transfers to a new party, a transfer fee is applicable once the property changes ownership with the county and it's been recorded.

Second: Sylvia

Aye: 6 (Peter, Cindy, Mo, Madison, Don, Sylvia)

Opposed: 0

Abstained: 1 (James)

Homeowner Publication (names, addresses, phone numbers)

Table for next meeting.

Lien Update

Payment should be received soon.

Complaints

Unlicensed kids on motorbikes on golf course, roads. Members should call the Sheriff's office and report.

Beach Attendant Working Days

The beach attendant works from the day after school is released thru Labor Day weekend.

Request to pay dues monthly

N/A

Streetlight

LLVCC Office Coordinator will call PUD 3 and inquire about costs.

Costco Card

Office Coordinator will be added as a signer.

Notary

Mary Helton will become a notary and LLVCC will pay the fee.

Condos within LLVCC

LLVCC pays for pest control for common areas only. Condos are responsible to pay for pest control that is on their grounds.

Old Business

Delinquent HOA Dues

Member is two years in arrears in dues. The member paid \$100, LLVCC will send them another letter giving them a chance to set up a payment plan or a lien will be placed on the property.

Beaver Work Initiation

Deferred

Safety Committee

Need two board members to participate. Madison Barnard will consider.

Upcoming Meetings

Board of Directors Meeting – September 28, 2022, at 5:30pm

Upcoming Events

Fish Plant October 21, 2022

Executive Section

Motion: Don Huibregtse motioned to enter into Executive Session at 7:50. Property violation that has led to legal action and charging a Board Member for a record request will be discussed.

Second: Mo Allen

Aye: 6 (Don, Peter, Cindy, Sylvia, Mo, Madison)

Opposed: 0

Abstained: 1 (James)

Items were discussed, and regular meeting resumed at 8:51pm.

Motion: Don Huibregtse motioned to have the LLVCC attorney file an injunctive relief order if the homeowner does not stop work or apply for an LLVCC project permit.

Second: Sylvia Banzon

Aye: 4 (Don, Cindy, Sylvia, Mo,)

Opposed: 0

Abstained: 2 (James, Madison)

Motion: Don Huibregtse motioned to charge community members, including Board members, when they request hard or electronic copies of LLVCC records.

Second: Madison Barnard

Aye: 4 (Don, Mo, Madison, Cindy)

Opposed: 0

Abstained: 1 (James)

Meeting Adjournment

Meeting Adjournment: 9:05pm

Motion: Don H motioned to adjourn the meeting.

Second: Madison Barnard

Aye: 5 (Don, Cindy, Sylvia, Mo, Madison)

Opposed: 0

Abstained: 1 (James)

Respectfully submitted,

Cindy Ross

Cindy Ross, Treasurer/Secretary