

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes  
September 2022

Date: September 28, 2022

James Byrne, President called to order the regular meeting of the Board of Directors at 5:30 pm.

Board Members Present: James Byrne, Don Huibregtse, Cindy Ross, Peter Nash, Madison Barnard, Craig Chase, Christene Bennett-Shultz

Absent: Maureen Allen, Sylvia Banzon

Others Present: Nate Birklid, Mason County Deputy, Marilyn Chase, Jodi Littlefield, Carol Johnson, Malcolm Thomson, Barbara Thomson, Jason Stoehr, David McCarthy, Roy Kleiven, Rick Stahl, Steve Shaffer, Debbie Leslie, Clint Fretz, Rod Branch, Shawn Bonneux

**Election of new board members: Craig Chase, Christene Bennett-Shultz**

Motion: Don Huibregtse motioned to elect Craig Chase as a Board member.

Second: Peter Nash

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

Oppose: 0

Abstain: 1 (James)

Motion: Don Huibregtse motioned to elect Christene Bennett-Shultz as a Board member.

Second: Madison Barnard

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

Oppose: 0

Abstain: 1 (James)

| <b>Topic</b>            | <b>Discussion/Vote</b>   | <b>Action Assignee</b> | <b>Action Due Date</b> |
|-------------------------|--|------------------------|------------------------|
| <b>Previous Minutes</b> | <u>August Board Meeting minutes</u><br>Motion: Madison Barnard motioned to approve the minutes as written.<br>Second: Christene Bennett-Shultz<br>Aye: 5 (Don, Peter, Christene, Madison, Cindy)<br>Oppose:<br>Abstain: 2 (James, Craig)                                       |                        |                        |
| <b>OFFICER REPORTS</b>  |  |                        |                        |
| <b>President</b>        | James Byrne – no report  |                        |                        |
| <b>Vice President</b>   | Peter Nash reported that the Board should look into what can be done to enforce community area rules.  | Peter                  |                        |
| <b>Treasurer</b>        | <u>Balance Sheet as of September 27, 2022</u><br>Checking                   \$ 19,099.26<br>Savings                    \$ 179,553.34<br>Cap Imp Reserve        \$ 63,015.89<br>Litigation                 \$ 61,215.08<br>Money Market            \$ 91,786.14 (general funds) |                        |                        |

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|  | <p>Money Market Ck. \$ 5.00<br/> Accounts Receivable \$ 79,978.15<br/> Prepaid Insurance \$ 5,520.49<br/> Undeposited Funds \$ 15.00<br/> Total \$ 500,188.35</p> <p>Statement of Activities (Accrual method) as of<br/> September 27, 2022<br/> Total Expenses \$ 138,558.18<br/> Total Income \$ 253,244.93<br/> Net Ordinary Income \$ 114,686.75<br/> Net Income \$ 114,686.75</p> <p><u>Audit Process</u><br/> Clarke Whitney CPA, Inc. continues to audit the 2021-22 financial records of LLVCC, it is anticipated that a draft of the audit will be received soon.</p> <p><u>Meeting with Olympic Tax</u><br/> James Byrne, Cindy Ross, Sylvia Banzon, and Mary Helton met with Olympic Tax on 9/13/2022 to discuss procedures. Olympic Tax is researching several questions that LLVCC had and will provide answers once available.</p> <p><u>Reserve Account Payment</u><br/> Motion: Cindy Ross moved to transfer/write a check for \$24,782 from Kitsap Bank to the Reserve account at Kitsap Credit Union, for this fiscal year's regular assessment contribution to the reserve account.<br/> Second: Don Huibregtse<br/> Aye: 6<br/> Oppose: 0<br/> Abstain: 0</p> <p><u>Reserve Study 2023</u><br/> Mary Helton has requested bids from three independent companies to complete the required study for next fiscal year.</p> | <p>Mary</p> <p>Mary</p> | <p>Write check after money is transferred from savings to checking at Kitsap Bank</p> <p>ASAP</p> |
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| <b>OPERATIONS</b>                  |   |                     |  |
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| <b>Office</b>                      | Mary Helton spoke about past due homeowner's dues. Cedar Land (construction company) has not paid for their dues this year. Mary will send a letter to Cedar Land.  | Mary                | ASAP   |
| <b>Maintenance</b>                 | <p>Don Huibregtse reported that there was vandalism at the restrooms, the women's restroom was entered, a toilet seat was broken, and toilet paper was strewn all over the restroom. Exterior doors may need to be replaced with a higher quality door.</p> <p>Weir is to be cleaned up within the next two weeks.</p>  | Swanson Landscaping | No later than two weeks  |
| <b>Patrol/Compliance</b>           | <p>Don Huibregtse reported that we have an issue on Marine View Drive. Homeowner wants to put up a fence, the alley requires a 10 foot easement on each side. The resident would like the neighbor's fence moved, as it appears it is about 2 feet into the easement.</p> <p>The LLVCC traffic sign needs to be upgraded for \$1,295. Cindy will review the Compliance/Patrol budget and if no concerns, the upgrade can proceed.</p>   | Cindy               | ASAP   |
| <b>Lake Management</b>             | <p>Peter Nash reported that algae was tested, and thankfully it wasn't toxic. LLVCC should proceed with caution as the lake did have blue-green algae. AquaTechnex was contacted about treating the algae, and the treatment wouldn't be worth consequences. Peter is looking into phosphorus testing kits.</p> <p>Yellow flag iris is becoming a problem and the lakes needs to be treated at a cost of about \$2,500.</p> <p>LLVCC's responsibility to monitor the boat near weir so that it does not block weir.</p> <p>Home at 841 Lakeshore, the creek is undermining the deck. WDF and Ecology would need to approve hard armoring of the salmon creek.</p> <p>October 21, 2022 the lake will be stocked.</p> | Peter               | ASAP, not to interfere with the stocking of the fish on 10/21/22 |
| <b>COMMITTEES</b>                  |   |                     |  |
| <b>Architectural Control (ACC)</b> | Don Huibregtse reported they are staying busy and are making progress on registering boats.   | Mary                | ASAP   |

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|                       | <p>Project permits – Mary Helton will add box that a permit is not needed.</p> <p>Homeowner built an addition to their home. Homeowner has been asked to complete a Project Permit and submit their county permit.</p>   |  |  |
| <b>Recreation</b>     | <p>Cindy Ross reported that she contacted the Allyn Community Association to confirm that they would like LLVCC to participate in Pictures with Santa again this year.</p>   |  |  |
| <b>Public Affairs</b> | <p>James Byrne read the Sheriff meeting summary from September 8, 2022 that Mo Allen attended.</p> <p>Homelessness – no room at county jail. Mason County’s number one crime is related to property.</p> <p>CPR class, minimum of six people needed, it was agreed we should wait until spring to send staff and/or Board members to the class.</p>  |  |  |
| <b>Hearing</b>        | <p><u>By-Laws Section G.4, page 7.</u><br/>         “Institute, defend, or intervene in litigation or administrative proceedings in its own name on behalf of itself or two or more owners on matters affecting the homeowners' association, but not on behalf of owners involved in disputes that are not the responsibility of the association.”</p> <p><u>Cloyd-McDougall – Dog Nuisance</u><br/>         Hearing committee determined the dog is not a nuisance. LLVCC will not be involved in disputes between neighbors. If there are future concerns about this subject, the neighbors will need to work out between themselves.<br/>         Motion: Craig Chase moved to accept the hearing committee recommendation.<br/>         Second: <u>Don Huibregtse</u><br/>         Aye: 6 (Cindy, Don, Craig, Madison, Christene, Peter)<br/>         Oppose: 0<br/>         Abstain: 1 (James)</p> <p><u>McDougall-Cloyd – Lights disrupting neighbor</u><br/>         Hearings committee determined that the light illuminating the flagpole needs to be aimed upward at the flag and needs to be a spotlight rather than a flood light.<br/>         Motion: Madison Barnard moved to accept the hearing committee recommendation.<br/>         Second: Christene Bennett-Shultz<br/>         Aye: 6 (Madison, Peter, Cindy, Don, Christene, Craig)</p> |  |  |

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|                     | <p>Oppose: 0<br/>Abstain: 1 (James)</p> <p><u>Shultz – Person Staying/Living in Trailer</u><br/>The homeowner explained that the trailer is being used as an “escape” for their elderly father who is living with them. The homeowner is turning their garage into a living space to provide their father with a private living space, yet the construction has been moving very slowly. The committee recommended that LLVCC obtain a copy of the homeowner’s building permit. As long as the project is permitted, LLVCC will allow the trailer to be used as a temporary escape, but not as a dwelling, for six months. LLVCC will re-review the situation in three months to ensure construction progress is being made.<br/>Motion: Madison Barnard moved to accept the hearing committee recommendation.<br/>Second: Peter Nash<br/>Aye: 5 (Cindy, Peter, Don, Craig, Madison)<br/>Oppose: 0<br/>Abstain: 2 (James, Christene)</p> <p><b>Resolution 16</b> - tabled</p> | <p>ACC – obtain copy of county building permit</p> <p>ACC</p> | <p>ASAP</p> <p>12/28/2022</p> |
| <b>NEW BUSINESS</b> |   |   |                               |
|                     | <p><u>Email procedures</u><br/>Tabled</p>   |   |                               |
|                     | <p><u>Dog Walk requested patrol vehicle</u><br/>Humane Society spokesman requested that the Patrol vehicle be parked in the beach parking lot. LLVCC will park the vehicle in the parking lot during the event.</p>   |   |                               |
|                     | <p><u>Office update/remodel</u><br/>Tabled</p>  |   |                               |
|                     | <p><u>Nash letter</u><br/>Peter Nash responded as a homeowner not a Board member, to a letter that LLVCC received.</p>  |   |                               |
| <b>OLD BUSINESS</b> |   |   |                               |
|                     | <p><u>Lake Testing</u><br/>Peter Nash will request test kits.</p>   | <p>Peter</p>  | <p>ASAP</p>                   |
|                     | <p><u>Members Late on Dues</u><br/>The Board reviewed a list of homeowners who have not yet paid their annual membership dues.</p>  |   |                               |



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|   | <p><b>LLVCC Response:</b> The ACC has viewed Mr. Nash’s lot each time Ms. Leslie files a complaint. The trees mentioned appear to be compliant. A hedge was noted to be taller than the allowable 6 feet, and once the homeowner was notified, the hedge was trimmed to comply with the covenants. At this time, LLVCC views this situation as a dispute between homeowners.</p>  |  |  |
| <p><b>Jodi Littlefield,<br/>Nolan/Genevieve<br/>Johannsen, Rick<br/>Stahl, Jason<br/>Stoehr, Branch,<br/>Tamela Van<br/>Winkle, David<br/>McCarthy, Lynn<br/>Pardo, Roy<br/>Kleiven, Clint<br/>Fretz, Shawn<br/>Bonneux</b></p> | <p><b>Concern:</b> Jodi Littlefield expressed concerns about teenagers who may not have driver’s licenses that are riding vehicles (golf cart, lawn mower, go-cart, dirt bikes) that are not street legal, and causing havoc. They are riding on roads and the golf course. They were causing mayhem during the day, now that school is in session, they sometimes ride them in the middle of the night (12:30am, 4:00am, etc.).</p> <p>Mr. Branch asked whether LLVCC can deem the children a nuisance and fine the parents, etc.</p> <p>Ms. Van Winkle was grateful that LLVCC is asking the Presidents of the condo associations within LakeLand to participate in Board meetings.</p> <p>One of the kids causing disturbances lives at the top of LakeLand Drive (340 LakeLand Drive, homeowner “Smith”); the other teen lives on Village View. Shawn Bonneux is the father of one of the teenagers.</p> <p>Mailboxes have doors opened, vandalized, etc.</p> <p>Mr. Kleiven said he thought that the LLVCC Patrol could do more, and that Patrol is ineffective.</p> <p><b>Mason County Deputy response:</b> Every time the teenagers are seen being unlawful, call the non-emergency phone number and make a report.</p> <p>Reckless driving has to be witnessed by a law enforcement officer to enforce. Approximately one year ago, the state changed policies about police pursuing criminals.</p> <p>People must contact elected officials about concerns that police can no longer pursue criminals and that they cannot arrest someone unless they witness the crime.</p> |  |  |

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|   | <p>Five officers on duty that cover 1,000 miles. Minor offenses will not generally be responded to, only major offenses.</p> <p>When provided the names of parents, and addresses, law enforcement can, and will, speak to them.</p> <p>Mailboxes that are broken into with mail stolen are the responsibility of the Postmaster. Mail theft, Postmaster investigates. Vandalism of mailboxes, open doors of mailboxes, should be reported to the Sheriff's office.</p> <p><b>LLVCC Response:</b> LLVCC has looked into entering into a contract with the Sheriff department to hire an extra duty Sheriff deputy. Approximately \$80 - \$120 an hour; deputies would patrol on a volunteer basis. Deputy Birklid reiterated that these types of contracts are difficult to fulfill, because off-duty deputies are over-extended and if they choose to work a contract, they may select to work an indoor event, etc. rather than patrolling LakeLand.</p> |  |  |
|   | <p><b>Concern:</b></p> <p><b>LLVCC response:</b></p>   |  |  |
| <p><b>EXECUTIVE SESSION – entered into session at 8:05pm, re-entered meeting at 8:16pm.<br/>Topic - litigation.</b></p> |  |  |  |
|   |  |  |  |
| <p><b>PRIOR ACTION ITEMS</b></p>  |  |  |  |
|   | <p><u>Resident Interest in Directory</u><br/>RCWs state that unlisted phone numbers cannot be released, LLVCC will not be publishing a Directory with resident names and contact information.</p>  |  |  |
|   | <p><u>Landscaping Bids</u><br/>Two bids have been received. Edgar's Landscaping, and I-Care Landscaping. Swanson's Landscaping will be submitting a bid.</p>   |  |  |
|   | <p><u>Beaver</u><br/>Trapper will be removing more beavers.</p> <p>Motion: Don Huibregtse motioned to sign the contract to remove beavers.<br/>Second: Peter Nash<br/>Aye: 4 (Peter, Don, Cindy, James)</p>  |  |  |



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|   | Oppose: 0<br>Abstain: 3 (Craig, Madison, Christene)  |  |  |
| <b>Fund to help with dues</b>           | Olympic Tax confirmed that it is acceptable to set up an account with dollars earmarked to be used as "scholarship" funds to assist members who cannot afford membership dues.     |  |  |
| <b>UPCOMING MEETINGS</b>                |  |  |  |
| <b>October 26, 2022</b>                 | <b>Board Meeting</b>   |  |  |
| <b>November 17, 2022</b>                | <b>Budget Preparation Meeting</b>  |  |  |
| <b>December 7, 2022</b>                 | <b>Board Meeting</b>   |  |  |
| <b>UPCOMING EVENTS</b>                  |  |  |  |
| <b>October 21, 2022</b>                 | <b>Fish Plant</b>  |  |  |
| <b>December 3, 2022</b>                 | <b>Kids Christmas Event</b><br>Date to be confirmed with ACA   |  |  |
|   |  |  |  |
| <b>MEETING ADJOURNMENT Time: 8:39pm</b> |  |  |  |
|   | Motion: Madison Barnard moved to adjourn meeting.<br>Second: Christene Bennett-Shultz<br>Aye: 6 (Christene, Madison, Cindy, Peter, Craig, Don)<br>Opposed:<br>Abstained: 1 (James) |  |  |

Respectfully submitted,

*Cindy Ross*

Cindy Ross, Treasurer/Secretary