

Date: July 26, 2023

Board Members Present:

Absent:

Others Present:

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| **TOPIC** | **DISCUSSION/VOTE** | **ACTION ITEM** |
| **Approve Previous Minutes** | **- June Board Meeting Minutes** **- Annual Community Meeting Minutes****- Special Meeting Minutes** | N/A |
| **Board Members Resignation** | The following board members resigned their positions since the last Board meeting.* Dave Engman
* Diane Clevenger
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| **Board Members Appointment** | **Call out to members**- James Byrne |  |
| **PUBLIC COMMENTS/ COMPLAINTS** |
|  | **Concern:** Homeowner sent email to the office complaining of weeds in a neighbor’s empty lot. The weeds are as tall as five feet. **LLVCC response:** Because the empty lot was prepared for construction; the neighbor has the obligation to maintain the lot. The neighbor was contacted, and weeds were sprayed with weed killer. Removal of weeds is scheduled. **Point of clarification:** If a lot is in its natural state, the lot owners do not have an obligation to maintain it.  |  |
|  | **Concern:** Neighbor’s dog peeing and pooping in my yard at all hours of day and night and activating our security lights at night. **LLVCC response:** Spoke with homeowner and asked them to keep his dog in his yard or on a leash. |  |
|  | **Concern:** Neighbors have stacks of construction materials that have been sitting in the yard for months with no movement. Can they please clean up the yard?**LLVCC response:** Please note homeowners moving into a newly constructed home have up to one year to complete their landscaping after construction is completed.  |  |
|  | **Concern:** Neighbors have a tree that is overgrown from their yard to mine, which drops all sorts of petals and branches. There is a line of ferns and other plants along the property line that are unkept and are overgrown in the yard. **LLVCC response:** Homeowners should have a conversation about this type of issue with their neighbors. The concerned homeowner has the right to trim or cut any tree branches or plants that are overgrown into their yard. |  |
|  | **Concern:** The board should operate in the best interest of the majority of the property owners in all actions, including budgetary. Concerns about budget items that do not apply to all property owners.**LLVCC Response:** All budgetary items included in the budget are expenses for conducting business, maintaining the common areas, and paying taxes. Community Events sponsored by the HOA are open to all homeowners for participation. It has been a tradition in our community to sponsor these events. The amount used in the budget for these events is very minimal and it only constitutes 1% of our budgeted expenses. It is at the community discretion if they want to decide not to sponsor these events and eliminate the line item from the Budget. If this is the community’s desire, please bring forward a motion for a vote at the Budget meeting.  |  |
|  | **Concern:** Is there a system in place to follow-up with resident complaints/covenant violation allegations?**LLVCC Response:** The office has made every effort to keep up with the complaints and ensure residents get solutions to their problems. We are using the agenda and minutes as a repository of the complaints to share with all homeowners.  |  |
|  | **Concern:** Is there a patrol activity tracking system or a log for all interactions of our paid patrol personnel?**LLVCC Response:** Currently we do not have this in place. This is not a requirement, but it can be consider a best practice. Starting in August we will start tracking interactions. |  |
|  | **Concern:** The Board is conducting business/votes via email versus during a regularly scheduled or special meeting. I believe this is in violation of RCW 64.90.445**LLVCC Response:** This is true. Board members meet once a month and the office staff are faced with issues every day. In the past homeowners and office staff had to wait until the next meeting for answers. This is not an efficient way to conduct business. When an issue requires a prompt answer, an email is sent with the motion and a vote is required from the Board members. Currently, all emails are saved which includes a motion and the Board members votes. We will ensure all these items will be added to the minutes going forward. For past votes, emails will be printed and added to the minute’s binder. Thank you to the homeowner for bringing this forward. Section 2 (k) Instead of meeting, the board may act by unanimous consent as documented in a record by all its members.  Actions taken by unanimous consent must be kept as a record of the association with the meeting minutes.  After the transition meeting, the board may act by unanimous consent only to undertake ministerial actions, actions subject to ratification by the unit owners, or to implement actions previously taken at a meeting of the board. |  |
|  | **Concern:** Swings hung to the correct (safe) height. This request was made long ago and still not completed.**LLVCC Response**: Swings were hung recently and are meeting the height requirements. This item took a long time to be addressed as it was part of the Safety Committee work which was halted a few months ago when the Committee Chair resigned. Since there was a plan to do an overhaul of the playground area it was decided to wait until after this to hang the swings. It is our goal to respond to concerns as soon as possible. Some may take a little longer than we would like. We apologize for the inconvenience.  |  |
|  | **Concern:** Horseshoe area in the playground needs to be addressed. It was not with the recent cleaning of the playground. **LLVCC Response:** We realized this was not included in the work recently done at the playground. We have requested bids for this work. |  |
|  | **Concern:** Stairs to the playground are dangerous. Please consider taking them out and create a path instead or repair them so they are safe for adults and children. **LLVCC Response:** We have requested bids for this work.  |  |
|  | **Concern:** The arguing by Board members at every single meeting makes for a very uncomfortable situation and is especially embarrassing when there are others in the community present at the meetings. Someone should have stepped up to have these issues worked out in private. Please try to get this point across to these Board members. No one wants to be in a hostile environment--and that is what they make it.**LLVCC Response:** The Board wants to apologize for any discomfort these disagreements may have caused to the public present. The Board will make efforts to ensure this will not happen again. When there is a disagreement, the items will be tabled, and a working meeting will be scheduled to hash out the issues. The resolved issues will be brought forward to the Board meeting for a vote. |  |
| **LETTERS TO THE BOARD** |
| **Concern about Hog Wire Fence and Cutting of Trees at 220 E. Village View**  | **Concerns:****LLVCC Response** |  |
| **Port-A-Potty at the Lakeland Boat Launch** | **Concerns:****LLVCC Response:** |  |
| **OFFICER REPORTS** |
| **President** | **President’s Report-** James Byrne |  |
| **Vice President** | **VP Report**- Peter Nash |  |
| **Treasurer** | **Treasurer’s Report**- Sylvia Banzon* **See attached reports.**

**Budget 2023-2024**Total Revenue: 94.8%Total Expenses: 24.5%**Open Purchase Orders March- June 2023*** **PO #2** Speed Sign (Not budgeted)- Total spent $1867.86. Allocated to Maintenance. **Paid and closed.**
* **PO#4** Web Training for Mary ($85) Allocated to Contracted Services (Website Host). Waiting for billing.
* **PO #9** Networking Computers ($3713 reserve budget)- Total spent in equipment $1291.19. The cost for networking and application updates is $1078.23; we budgeted for $1000. We are overbudget on this by $78.13. We save money on equipment upgrades to compensate for the technical services. **Paid and closed.**
* **PO #14** Cleaning Basketball and Tennis Courts ($17,000 Maintenance Budgeted)- $283.92. **Paid and closed.**
* **PO #15 Insurance-** Includes Liability, Umbrella, Board Members and Auto policies. For a total of $23,282. The budgeted amount was $24,208. The policies are within budget; three policies were paid. Waiting for billing on the umbrella policy.
* **PO #16 Reserve Study**- ($3200 budgeted)- Total spent $3200. Bill received. Scheduled for payment.

**Property Lien Letters-** Sylvia BanzonEmail was sent to attorney to start collections and/or lien process on five properties. Uncollected dues totaling $6050.**Covenant Revisions Cost-** Sylvia BanzonWe have had two residents that have requested covenant changes. Both residents collected the required signatures needed for changing covenants in their divisions; the office staff made the changes to the covenants. There is a cost for recording the new covenants in the County, which was not budgeted. Should the requesting residents pay the recording fees for the requested covenant change? **Tax Return 2022**- Sylvia Banzon**Switching Checking Account to KCU**- Sylvia BanzonSTP enclosed. **Opening CD with KCU- Sylvia Banzon**STP enclosed. |  |
| **OPERATIONS** |
| **Office** | **Olympic Tax Contract-** James Byrne* Meeting with Olympic Tax
* Replacing accounting firm?

**Mass Mailing Authorization-** Mary Helton* Golf Scramble- September 9, 2023, benefiting The Humane Society Mason County
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| **Maintenance** | **Playground Clean up Update-** Don Huibregtse**Restoration horseshoe pits**- Sylvia Banzon |  |
| **Patrol/Compliance** | **New Patrol Back up Member-** Don Huibregtse* Jason- Current Beach Authority employee will be serving as back up for our Patrol employees.
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| **Beach Authority** | **Employee Resignation-** James Byrne* Cortley- Beach Authority employee resignation.
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| **COMMITTEES** |
| **Architectural Control (ACC)** | **Chairman’s Report-** James Byrne**ACC Logs Approval-** Don Huibregtse**Replanting Plan for 220 Village View** - James Byrne |  |
| **Lake Management** | **Chairman’s Report-** Peter Nash**Email Discussion:** There is significant growth of curly leaf pondweed in the mid south area of the lake and canal. It's unfortunate to have to do this again, however the plants are already quite mature and will spread causing more and larger treatments in the near future. The best thing we can do is get to it now before it gets worse. **Email Motion:** Peter motion to approve $2150 expenditure per AquaTechnex quote to treat noxious weeds in the lake. **Second:** James**Ayes:** James, Peter, Sylvia, Don, Diane, Scott, and Clint**No: None****Abstain:** Mo* Weed treatment set for July 14, 2023
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| **Hearing** | **Chairman’s Report-** James Byrne |  |
| **Safety** | **Sheriff Report**- Maureen Allen |  |
| **Strategic Planning Work Group** | **Work Group Report-** Sylvia Banzon |  |
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| **NEW BUSINESS** |
| **Reserve Study** | **Report Discussion-** James Byrne |  |
| **Covenants Amendment** | **Information: Division 14 Covenants Amended per homeowner’s request**- James Byrne Revisions to the Covenants were made to include the following language: “A net or metal fence(such as chicken wire, barbed wire, hog fencing, chain link, etc.) will not be permitted on any lot without approval, nor shall any fence or other barrier (except hedges) be permitted on any lot unless constructed of wood or other products as approved by the Architectural Control Committee and painted and stained with earth or wood-toned colors in (a) hereof, except for protective netting for the safety of residents and their guests as may be required where such danger exits”. * Signatures required to pass amendment was 67%. Signatures collected were 68%.
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| **Bylaws Amendment** | **Bylaws Amendments Discussion** |  |
| **Frequently Asked Question Draft** | **FAQs**- Scott Horsfall |  |
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| **OLD BUSINESS** |
| **Resolution 11** | **Protection of View Rights Revision-** James Byrne |  |
| **ACC/board required compliance** | **Decisions to be voted:*** Proposal to research past fines and hearings to ensure process was followed.
	+ Legal and liabilities issues.
	+ Resources
* Vote or appoint? A small group of ACC members.
* Add or modify Resolution 26 draft to include:
* Are all Board members part of the ACC?
* Define simple and complicated permits.
	+ Need for a smaller group or do we need the approvals of nine for permits?
	+ Define the process of selecting the small ACC group.
	+ Continue to approve with a smaller group of three people - can approve simple projects. Anything else is brought from the smaller group with a recommendation to the Board.
* Define the process of documentation of ACC activities.
* Make sure there is a language in the permit application that deflects the liability from the Board.
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| **Resolution 26** | **ACC Committee**- Peter Nash * Proposed changes to drafted amendment.
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| **Employee Background Checks** | **Research and Proposal-** Maureen Allen |  |
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| **EXECUTIVE SESSION** |
| **Board Discussions** | **Handling Concerns** |  |
|  | **Complaint Process** |  |
|  | **Board Interactions** |  |
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| **PRIOR ACTION ITEMS** |
| **DISCUSSION** |  |  |
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| **UPCOMING MEETINGS** |
| **Aug 23** | 5:30 pm Board Meeting |  |
| **Sept 27** | 5:30 pm Board Meeting |  |
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| **UPCOMING EVENTS** |
| **Aug 5** | Garage Sale |  |
| **Aug 19** | Community Picnic |  |
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| **ADJOURNMENT** |
| **Motion to Adjourn** |  |  |
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