

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes



Date: August 23, 2023 @ 5:31 pm

Board Members Present: Maureen Allen, Sylvia Banzon, James Byrne, Clint Fretz, Scott Horsfall, Don Huibregtse, Micah Loucks, Mark Murray, and Peter Nash.

Absent: none

Others Present: Mary Helton, Michael Pearce, Bob & Laura Finley, Jerry Cloyd, Mal & Barb Thomson, Debbie Leslie, and Deb Hall.

| TOPIC | DISCUSSION/VOTE | ACTION ITEM |
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| <p>Approve Previous Minutes</p> | <p>July Board Meeting Minutes Motion: Don motioned to accept July meeting minutes as written. Second: Maureen Aye: Maureen, Sylvia, Clint, Scott, Don, and Peter Oppose: None Abstain: James</p> | |
| <p>Board Members Appointment</p> | <p>Interested Board members- James Byrne - Mark Murray Motion: Don motioned to approve Mark Murray as an appointed member to the Board. Second: Clint Aye: Maureen, Sylvia, Clint, Scott, Don, and Peter Oppose: None Abstain: James</p> <p>- Micah Loucks Motion: Sylvia motioned to approve Micah as an appointed member to the Board. Second: Scott Aye: Maureen, Sylvia, Clint, Scott, Don, and Peter, Mark. Oppose: None Abstain: James</p> | |
| PUBLIC COMMENTS/ COMPLAINTS | | |
| | <p>Concern: Is smoking allowed in an outdoor private property? Can it be banned at the gazebo/ beach area?</p> <p>LLVCC response: Neither federal nor state anti-discrimination laws prevent associations from adopting no-smoking rules for all parts of the community. Smokers are not a protected category of persons, and</p> | |

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| | <p>smoking is not a protected right or activity under the federal Fair Housing Act or Washington’s Law Against Discrimination.</p> <p>Given the state of the law, there is nothing to limit an association’s authority to establish rules and regulations for common areas and limited common areas. Enacting a no-smoking rule that applies in such areas will require a vote of the majority of Board members. Once the rule is enacted, the Board must give notice of the rule change to owners before enforcement.</p> <p>There are several reasons why we may want to restrict the use of marijuana. The first is secondhand smoke. By now, most people know about the health hazards of secondhand cigarette smoke. And although no definitive link exists yet, experts are concerned about the impact secondhand marijuana smoke might have on human health, particularly lung health.</p> <p>The second reason is the odor. Marijuana smoke gives off a very pungent odor that not everyone is used to or likes. Because smoke can travel, it does not take much for neighbors to smell it, especially in close quarters.</p> <p>The final reason is that it is a fire hazard. Smoking, whether marijuana or tobacco, poses certain dangers to property. The smoke can stain or discolor property and a lit cigarette or blunt can cause a fire. And it is well-known among HOA communities that fire insurance premiums increase when an association allows smoking.</p> | |
| | <p>Concern: Can Patrol increase hours to be visible in the early evening (6-8 pm)?</p> <p>LLVCC response: This would increase Patrol hours by five hours per week (20 hours per month). The current budget does not have enough wiggle room to accommodate the extra expense. We will consider this request for next year’s budget for the summer months.</p> | |
| | <p>Concern: Bush blocking the lake view of another homeowner.</p> <p>LLVCC response: Letter was sent to homeowner to make sure to trim bushes below 6 foot height limit.</p> | |
| | <p>Concern: Report of a dirt bike and/or four wheeler going up and down Homestead Rd.</p> | |

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| | <p>LLVCC response: These vehicles should not be ridden on the roads. Police was called.</p> | |
| | <p>Concern: Horseshoe area in the playground needs to be addressed. It was not included with the recent cleaning of the playground.</p> <p>LLVCC Response: We have bought the horseshoe kits and will be having maintenance redo the pits.</p> | |
| | <p>Concern: Altercation between neighbors in cart path on the Navy Property.</p> <p>LLVCC Response: Police were called.</p> | |
| | <p>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.</p> <p>LLVCC Response: Maintenance replaced the broken wood on the handrails and reinforced the steps.</p> | |
| | <p>Concern: Can we improve the beach and the docks?</p> <p>LLVCC Response: We have actively working on replacing planks at the docks and improving the appearance of the beach. Due to the many concerns expressed last year, our focus for maintenance dollars has been on the playground area. We have done an overhaul of the playground area, installing new swings, clean up the horseshoe pit area and just finished painting the interior and the exterior of the bathrooms.</p> <p>We are always willing to hear recommendations, please contact office with ideas for consideration.</p> | |
| | <p>Concern: Can we do something about the leeches?</p> <p>LLVCC Response: Leeches are very common in lowland lakes in the Northwest and simply aren't a real problem for the lake or people. While they might be icky, they are pretty harmless and just part of a healthy lake's ecology.</p> <p>The rainbow trout and largemouth bass in our lake eat leeches - open up a fish's stomach and you may see them. There is no known effective and safe way to control leeches.</p> | |
| | <p>Concern: Political signs in the lawn and garage doors.</p> | |

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| | <p>LLVCC Response: Per division covenants and further explained in Resolution 14, political signs are defined as a temporary sign and may be displayed within 4 weeks before any primary or general election and one week after.</p> | |
| | <p>Concern: As I walk around the lake each time I see this horrible yard where around 20 trees were cut, NONE spared. I understand permission was not requested and the proper process ignored. May I ask what the fine or reaction will be?</p> <p>I filed and had someone examine my property each time a dying tree had to come down. Did Security not see what was going on?? It's the ugliest, saddest, most environmentally damaging thing I've seen yet in Lakeland Village.</p> <p>LLVCC Response: The ACC and the Board signed off on the clear cut of trees at this property per the certification of the arborist letter. We cannot take the liability of denying a permit that is certified by an expert in the field. We requested a replanting plan at the time of the approval; however, the plan was not sent to us until after the permit was issued. The plan submitted was not adequate and it was rejected.</p> <p>The Board understands wanting to keep the intent of our neighborhood looking nice, blending in with nature, where people want to live; to address this issue, we are working with the homeowners on the replanting plan for the property and we ask that you give them time to execute their plan.</p> <p>We are working very closely with the family, and we hope to have some of the issues resolved within a few months</p> | |
| | <p>Concern: Did the Board discuss and determine what we are going to do for people that are drunk, disorderly in the beach area?</p> <p>LLVCC Response: Yes, this was discussed. The Beach authority staff will call patrol and/or the police depending on the behavior presented by the people in questioned.</p> | |
| | <p>Concern: Dogs off leash at the beach violating rules</p> | |

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| | <p>and regulations.</p> <p>LLVCC Response: Dogs are not allowed without a leash on the common areas. Please make sure your dog is under your control at all times; this is for your safety and the safety of your dog. Not all dogs are friendly and just because your dog is friendly it doesn't mean other dogs or people are ok with being approached.</p> | |
| | <p>Concern: Ensure budget approval for maintaining the tennis and basketball maintenance.</p> <p>LLVCC Response: We will keep it in mind for the next budget.</p> | |
| | <p>Concern: Closing of the park after dark. When Patrol goes by and they see a vehicle in the park, people swimming, Patrol drove by and didn't say anything to them. This is not the first time it happened. Why are people allowed to be there at night when the park is closed?</p> <p>LLVCC Response: People are not allowed in the beach/gazebo area after park is closed. Doing so is considered trespassing. We will talk with the patrol staff to make sure they are more observant and will enforce the rules.</p> | Don to ensure Patrol is aware of this. |
| | <p>Concern: Westlake Dr.- Motorcycle kid goes through to park every night around 830 pm to 900 pm. He goes by very fast. Concern that someone is going to get hurt.</p> <p>LLVCC Response: Roads are owned by the county. Sheriff has been called and they have visited the family but nothing has happened. We have sent letters but we have no replies. Please continue to call Sherriff.</p> | |
| LETTERS TO THE BOARD | | |
| | <p>Concerns: None</p> <p>LLVCC Response</p> | |
| OFFICER REPORTS | | |
| President | President's Report- James Byrne | |
| Vice President | VP Report- Peter Nash | |

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| <p>Treasurer</p> | <p>Treasurer's Report- Sylvia Banzon = See attached reports.</p> <p>Budget 2023-2024 Total Revenue: 96.1% Total Expenses: 38.8%</p> <p>Open Purchase Orders March- June 2023</p> <ul style="list-style-type: none">- PO#4 Web Training for Mary (\$85) Allocated to Contracted Services (Website Host). Waiting for billing.- 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. Paid and closed.- PO #16 Reserve Study- (\$3200 budgeted)- Total spent \$3200. Bill received. Paid and closed.- PO # 17 Playground Clean up- (\$17,500 Budgeted for Maintenance) -Total spent for this PO was \$5859. Within budget. Paid and closed.- PO # 18- Vacation of Island Place- Estimated cost \$4797. This is not a budgeted item; funds are available for this investment.- PO #19- Community Picnic- (\$1500 Budgeted) Total spent \$1840. Pending payment. <p>Property Lien Letters- Sylvia Banzon Attorney sent letters to homeowners to start collections and/or lien process on ten properties. We collected \$820.00 for one property. Uncollected dues on the remaining properties are totaling \$8300 including attorney fees.</p> <p>Tax Return 2022- Sylvia Banzon We are still waiting for the revised tax return. Accountant went on vacation. Office will mail out as soon as it is received.</p> <p>New Checking Account at KCU- Sylvia Banzon</p> <ul style="list-style-type: none">- We opened a new checking account with Kitsap Credit Union. This account has features that will enhance office operation and will provide ways to automate transactions. | |
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| | <p>\$1900. We are asking community members to bring their own beverages and a dessert to share.</p> <p>Motion: Sylvia motioned to approve \$400 over budgeted for the community picnic. Second: Don Ayes: Maureen, Sylvia, Clint, Scott, Don, Micah, Mark and Peter. Oppose: None Abstain: None</p> <p>The picnic was lots of fun, catering went above and beyond expected. They were good value for the money. Lots of food.</p> <p>Dues late fees- Mary Helton Discussion: Accountant got caught up with invoices this week. Invoices went out with dues late fees; we have a few people wanting to waive their fees.</p> <p>These homeowners never received an invoice. The information on file was incorrect, including email which means the homeowners didn't receive mass emails either.</p> <p>Motion: Don motioned to approve waiving late fees for these homeowners. Second: Mo Aye: Maureen, Sylvia, Clint, Scott, Don, Micah, Mark and Peter. Oppose: None Abstain: James, Sylvia</p> <p>Discussion: Two homeowners requesting waiving their fees. These homeowner's emails were correct and should have received mass emails from the office reminding everyone to pay their dues. Reminders were also in the newsletter.</p> <p>Motion: Peter motioned not to waive the late fees for these homeowners. Second: Don Aye: Maureen, Sylvia, Clint, Scott, Don, Micah, Mark and Peter. Oppose: None Abstain: James</p> | |
| Maintenance | <p>Restoration of horseshoe pits- Mary Helton This is now complete. We have horseshoes in the office and at the gazebo that can sign out for our members.</p> | Office staff to create sign out sheet. |

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| | <p>Painting Restrooms- Mary Helton Our restroom got a new coat of paint inside and out.</p> <p>Wasp/Yellow Jacket Nest around the gazebo- Mary Helton We had multiple nests this year; we have addressed them all.</p> | |
| <p>Patrol/Compliance</p> | <p>Eyesore Letter - 41 E Westlake Way</p> <p>Discussion: Homeowner's health is not good. The house and the yard need care. Homeowner lacks funds to hire a landscaper. This gentleman could use a hand.</p> <p>Recommendation: To send an email out asking for volunteers to help this homeowner.</p> <p>Compliance Log Discussion: Can the Board receive copies of compliance issues?</p> <p>Recommendation: To create a log for compliance issues.</p> | <p>Office staff to send an email out asking for volunteers to help this homeowner.</p> <p>Office staff to create a log for compliance issues and letters</p> |
| <p>Beach Authority</p> | <p>- Nothing reported.</p> | |
| <p>COMMITTEES</p> | | |
| <p>Architectural Control (ACC)</p> | <p>Chairman's Report- James Byrne</p> <p>ACC Logs Approval- Don Huibregtse</p> <p>Motion: James motioned to approve ACC logs and actions taken. Second: Mo Aye: Maureen, Sylvia, Clint, Scott, Don, Micah, Mark and Peter. Oppose: None Abstain: James</p> <p>Arborist Certification-</p> <p>Discussion: If a tree is dangerous, it needs to come down. There are two classifications of arborist- one is very simple. The second is a master arborist and tree risk assessment qualification (TRAQ). Board member requests that we require an arborist with TRAQ certification. There is a concern as to when is an arborist required if the trees are obviously dead. Also, what is the cost of a TRAQ arborist? For some of our</p> | <p>Peter to write up an arborist recommendation that addresses concerns for the next meeting.</p> |

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| | homeowners it maybe an expensive issue. | |
| Lake Management | <p>Chairman’s Report- Peter Nash</p> <ul style="list-style-type: none"> - There are concerns that there are weeds in certain areas. Weeds happen and eradication is nearly impossible. We are only trying to keep them at bay. - Lake is a good shape and just a little low right now. - The rainbow trout are what we add to the lake as they are native to the area. We do not support bass because they are not native and could out-compete natives but they are there and have multiplied. - There is a new species that has been seen in the lake lately, blue gills; we are not sure how they came into the lake. You are welcome to catch and remove as many as you want. This is a very aggressive fish. There are quite a lot of blue gills in the lake. <p>Question: Can we budget to get a stronger herbicide? We have never given that option by our vendor. We have to be cautious since the lake is part salmon run. We will follow up to see if there are other alternatives.</p> <p>Comments: No sewer spills, it is a good summer.</p> | |
| Hearing | <p>Chairman’s Report- Scott Horsfall</p> <ul style="list-style-type: none"> - Eyesore Hearing Recommendation <p>The hearing was exclusively to the eyesore issue. The homeowner’s acknowledges that is an eyesore but they also told us that they have until 3/3/24 to complete their landscaping plan.</p> <p>Recommendation: The HC recommends to take no action at the current time and to give the homeowners time to complete the work until 3/3/24.</p> <p>Questions: Does the landscaping involve removing the stumps?</p> <p>Is it standard to give a year? Only new constructions should get a year. The homeowner requested a year at the time of the permit and it was granted.</p> | Office staff to write letter to homeowner that the board will take action if not completed by 3/3/24. |
| Safety | <p>Safety Committee- Clint Fretz</p> <ul style="list-style-type: none"> - Call for community members | |

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- **Volunteer work-** insurance issues will be discussed later.

Sheriff Report- Maureen Allen

- **Auxilliary Advisor Meeting Report**
- Call for members to attend these meeting at Belfair at 7:30 am. Nobody is showing up. If we want the sheriff to care for our community, we need to show up at this meeting. Maybe this way we will get more attention.

CITIZENS AUXILIARY ADVISORY SHERIFF MEETINGS

DATES: August 3, and August 10, 2023

Guest Speaker at both meetings was Detective D. Helser his assignment is Sex Offender Registry. 60% of offenders are known to child, 30% are family members of Child, 10% are strangers. Approximately 30% of offenses are not recorded. Most offenders are not under supervision but are occasionally checked on and kept safely managed and accountable. Have found that harassment from the community can cause the offender to go underground. There is no typical or one specific stereo kind of offender. Ages of offenders range from juvenile to senior citizens both male and female. Once convicted they have 72 hours to register. Must appear in person, get fingerprinted, photos updated, provide their name and all aliases, home address and cannot be a transient, where working, state the crime, time, and date, have knowledge of age of victim, SSA #, type of vehicle owned and Driver's License. Officer Helser does keep track of cases and if failure to register the detective WILL find and keep accountable. Length of continued registration depends on the offense typically 10 years and if criminal offense reoccurs within 15 years. The likelihood to reoffend is based on level of offense, time since last offense, living with a wife or girlfriend seems to lower repeat offense. The offender must stay away from anyone under 18 years of age. Under age 14 & 15 do not have to register and 16-18 register for 3 years for class A (no rape). Information is located on the Mason County Sheriff's Website. Masoncountywa.gov. Level 1 lowest level of offender and information is not published. 72% are level 1. Level 2 risk factor is moderate 16% considered low and level 3 is at the highest level at 8%. Levels 2 & 3 are on the website with photos and address to 100 block. Able to reside close to schools and parks depends on the offense. Reside close to day care centers depends if subject is on probation or parole. Parents are requested to talk to their children and encourage them to communicate any wrong behavior from any family member or stranger male or female. Monarch and Turning Point Community

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| | <p>Services have resources to help with this subject. It was reported that \$71,000.00 has been raised for the Sheriff's Command Vehicle. Mostly from companies and major fundraising events.</p> | |
| WORK GROUPS | | |
| <p>Strategic Planning Work Group</p> | <p>Work Group Report- Sylvia Banzon Discussion: Upcoming meeting in September.</p> | |
| <p>Resolution 26</p> | <p>Work Group- Peter Nash - Call out for members</p> <p>Discussion: Resolution 26 is what forms the ACC and Compliance. The work group is composed by Peter (Lead), Mark, Micah, Don, James and Sylvia. The workgroup will create a draft and bring back to the rest of the Board.</p> | |
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| NEW BUSINESS | | |
| <p>Resolution 25</p> | <p>Home Business Permit Form- James Byrne</p> <p>Discussion: Please add the reference for short term rentals.</p> <p>Motion: Scott motioned to approve form after adding RCW reference for short term rentals.</p> <p>Second: Don</p> <p>Aye: Maureen, Sylvia, Clint, Scott, Don, Micah, Mark and Peter.</p> <p>Oppose: None</p> <p>Abstain: James</p> | <p>Short term rentals RCW stated on the form.</p> |
| <p>Vacation Island Place Road</p> | <p>Intent to purchase land- James Byrne - 5330 sq ft for \$4797 (0.90 per sq ft)</p> <p>Discussion: County reached out to the office asking if we can let them know by Aug 10th if the Board will vote in favor of "intent to purchase the land at Island Place Road if vacated by the county". This land is adjacent to Lot 66.</p> <p>Email Vote: Motion: Sylvia motioned to approve the "intend to purchase the land for Island Place Road if vacated by the county" Second: Don Ayes: Mo, Sylvia, Scott, Don and Peter Oppose: None Abstain: Clint and James</p> | |

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| No Smoking Policy | <p>No Smoking Policy for all Common Areas- James Byrne Discussion: To adopt a non-smoking policy for all common areas. We need to provide notice to the public. Motion: Peter motioned to adopt policy for non-smoking. Second: Don Aye: Maureen, Sylvia, Clint, Scott, Don, Micah, Mark and Peter. Oppose: None Abstain: James</p> | Peter to review and create a draft of the Rules and Regulations for the next meeting. Office to send announcement once it is approved. |
| Division 14 | <p>New covenant language?- Don Huibregtse Discussion: The new language for division 14 covenants doesn't change the current language.</p> | Sent back to the homeowner to ensure it was captured correctly. |
| Signage | <p>Political/Social view point signs or flags – Don Huibregtse Discussion: Current covenants do not include flags. This will need to be determined case by case depending of the content of the flag.</p> | |
| Volunteers | <p>Insurance Coverage- James Byrne We have coverage in our general policy under medical coverage, but only up to \$10,000 per person. Attached is another carrier that covers volunteers. Premiums are pretty reasonable, about \$300/year for up to 100.000 for the year. Motion: James motioned to accept volunteer coverage for a premium less than \$500/year. Second: Mark Aye: Maureen, Sylvia, Clint, Scott, Don, Micah, Mark and Peter. Oppose: None Abstain: James</p> | |
| OLD BUSINESS | | |
| Resolution 11 | <p>Protection of View Rights Revision- James Byrne Discussion: No discussion</p> | |
| Employee Background Checks | <p>Research and Proposal- Maureen Allen Discussion: No discussion</p> | |
| | <p>Motion to adjourn meeting at 7:42 pm.</p> | |
| EXECUTIVE SESSION | | |
| Board Discussions | Replanting Plan | |

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| | <p>Discussion: The Board rejected the original plan and the homeowner will present a new plan.</p> <p>Homeowner presented plan. The red on the plan are stumps that cannot be removed or existing trees. The landscape includes two 4' retention walls. The star in the plan is a medium tree. All the green areas are meant to be plants. Plants for consideration are lilacs, camelias, and four rhododendrons.</p> <p>Mason conservation district has inexpensive, native plants. Twenty-one trees were removed. Twelve trees remaining. Homeowner suggesting to replant one medium tree or two small trees. The plan is to have everything done by March 3.</p> <p>Recommendations: We recommend native plants on various heights. The board is rejecting the plan as presented and we are asking to replant six trees on the west side of the house. The house originally had too many trees. Resolution asked for one to one replacement; the Board is approving a variant and requiring six trees to accommodate landscaping plan.</p> <p>Motion: James motioned to ask for an amendment to the replanting plan to add six trees on the west side of the yard. The trees need to be in compliance with Resolution 8 and 17 and while the landscape is getting worked, on the lot must meet small site storm drainage requirements. Add links on the letter as reference for homeowner.</p> <p>Second: Micah Aye: Maureen, Sylvia, Clint, Scott, Don, Micah, Mark and Peter. Oppose: None Abstain: James</p> | |
| | <p>Barking Dog Issue</p> <p>Discussion: Start with a letter about the barking dog and if done then sent for a hearing.</p> <p>Motion: James motioned to look when was the last letter sent and ensure it includes the rights to a hearing. If homeowner do not respond, start fines.</p> <p>Second: Clint Aye: Maureen, Sylvia, Clint, Scott, Don, Micah, Mark and Peter. Oppose: None</p> | |

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| | Abstain: James | |
| | Homeowners owing HOA dues Discussion: Homeowners on a payment plan must pay in full within 12 months. | |
| | Clarification for replanting trees- All tree removals need to follow the one for one rule and do not need a plan. If the homeowner cannot replace all the removed trees, then they need to submit a replanting plan. | |
| | Adjourn executive session 8:45 pm | |
| 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 | | |
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| ADJOURNMENT | | |
| Motion to Adjourn 902 pm | Motion: James motioned to adjourn meeting Second: Mo Aye: Maureen, Sylvia, Clint, Scott, Don, Micah, Mark and Peter. Oppose: None Abstain: James | |
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