

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Agenda



Date: April 24, 2024

Attendance: Maureen Allen, James Byrne, Sylvia Banzon (virtual), Scott Horsfall, Don Huibregtse, Micah Loucks, and Mark Murray

Not Present: Clint Fretz – attended the meeting at 7:10 pm.

Attendance: Debbie Leslie, Dale Leaman, Natascha Roof and Mary Helton

Welcome		
Introduction	Welcome- James Byrne Meeting called to order at 5:30	
TOPIC	DISCUSSION/VOTE	ACTION ITEM
Approve Previous Minutes	March Board Meeting Minutes Motion: James motioned to approve the minutes as written. Second: Scott Ayes: Mo, Scott, Don, Micah, and Mark Oppose: None Abstain: James	N/A
PUBLIC COMMENTS/ COMPLAINTS		
	Concern: Dog lose all night, pooping in neighbor's yard, triggering cameras and sensor lights LLVCC Response: Homeowners were made aware. They were out of town and the dog was not contained properly by the dog sitter.	
LETTERS TO THE BOARD		
OFFICER REPORTS		
President	President's Report- James Byrne	
Vice President	VP Report- Mark Murray	
Treasurer	Treasurer's Report- Sylvia Banzon Assets: - Checking: \$33,420.96 - Savings: \$5.00 - Litigation: \$92,108.95	

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	<ul style="list-style-type: none"> - Reserve: \$110,027.90 - MM: \$284,168.91 - CD: \$81,998.24 <p>Budget 2023-2024 Total Revenue: 105.3% Total Expenses: 81.4%</p> <p>Budget 2024-2025 Total Revenue: 74.9% Total Expenses: 4.3%</p> <p>Litigation Funds</p> <ul style="list-style-type: none"> - The action for the motion passed in March will be accomplished in May. 	
NEW BUSINESS		
	<p>Sewer Enhancement Proposal- Maureen Allen</p> <ul style="list-style-type: none"> - Discussion <p>Mo shared that according to the discussion at the meeting, the prices for sewer services will be going up and by 2033 it could be close to \$300.00.</p>	
OPERATIONS		
<p>Maintenance</p>	<p>Bathroom Broken Pipe- Don Huibregtse</p> <ul style="list-style-type: none"> - PO #22- Bathroom broken pipe- \$2500.00 quote. Funds available in the budget from Maintenance and Contract. The total for the work is \$2819.25. Paid and Closed. <p>Tennis Courts- Don Huibregtse</p> <ul style="list-style-type: none"> - Pressure Washing - Re-stripe <p>We have two bids for pressure washing \$700 and \$800 and one of them includes an extra \$400 or \$500 to get re-striped. The Board discussed re-striping next year.</p> <p>Motion: James motioned to accept the bid for pressure washing for \$700. Second: Don Ayes: Mo, Sylvia, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p>	
<p>Office</p>	<p>Privacy Rights- tabled.</p> <ul style="list-style-type: none"> - What is considered private information? - Policy on privacy 	

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	<p>Mr. Leaman provided information about privacy and would like to collaborate with us on this subject.</p> <p>Reserve Study Annual Capital Expenses Scheduled for 2024- tabled</p> <ul style="list-style-type: none">- Assessment- Replacement of office computers <p>Discussion: The current computers are over 5 years old and were bought at two different times. The Board recommends purchasing new computers with the funds allocated in the Reserve Study for this year and have both computers in the same schedule going forward for replacement.</p> <p>Background Checks- Mary Helton- Tabled Discussion: The driving background is not needed as they are done upon hired. Only Patrol employees need this checked and it is done by the insurance when we add the Patrol employees to our policy. Other employees only need criminal background checks.</p> <p>Fishing Derby- Mary Helton Discussion: Mary has started signing up folks for the derby.</p> <p>We have a handful of volunteers for the derby. We need people to help weighing fish.</p> <p>We would also have snacks that are individually wrapped.</p> <p>Inventory Update- Mary Helton Discussion: We have 12-15 boxes in the shed of old financial documents exceeding the retention records period. Motion: James motioned to obtain a truck for shredding documents not to exceed \$1000.00. Second: Micah Ayes: Mo, Sylvia, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p> <p>Metal Roofs Update- Mary Helton Discussion: We have one division turn in their signatures. We need to reach out to other divisions that were working on it. There was a concern with collecting signatures of folks that were gone for the winter. We are recommending extending the timeline.</p>	<p>To bring forward a STP for computer replacements.</p> <p>Office to purchase snacks for the derby.</p> <p>Don to check on shredding services to clean up the shed and office.</p>
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	<p>Motion: Mark motioned to extend the timeline to June 30th Second: Scott Ayes: Mo, Sylvia, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p> <p>Beach Authority and CPR Class – Mary Helton We are working on scheduling employees and have 15 seats open for the community.</p>	
<p>Patrol/Compliance</p>	<p>Incident Tracking Log Discussion: No incidents in the past month. Motion: Scott motioned to approve log as presented. Second: Don Ayes: Mo, Sylvia, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p> <p>Complaint Tracking Log Motion: Don motioned to approve log as presented. Second: Micah Ayes: Mo, Sylvia, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p> <p>Security: Re-keying and Re-issuing keys - Create log</p> <p>Replace padlocks in the common areas and re-key the office. Create PO for this.</p> <p>Motion: Rekeyed padlocks, one for the office and one for everything else. This should not exceed \$500.00. Second: Mark Ayes: Mo, Sylvia, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p> <p>Men Bathroom- Don Huibregtse - Vandalism Discussion: The men’s bathroom was vandalized on April 13th. There was no property damage done but they left a big mess in the bathroom. Patrol Lead cleaned up the mess left by the perpetrators.</p>	
<p>COMMITTEES</p>		
<p>Architectural Control (ACC)</p>	<p>Chairman’s Report- James Byrne ACC Members Appointment- James Byrne</p>	

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	<p>We will hold appointments until we finalize Resolution 26 draft.</p> <p>ACC Logs Approval- Don Huibregtse Motion: Scott motioned to approve log as presented. Second: Micah Ayes: Mo, Sylvia, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p> <p>New Construction Pending and Permits Log- Mary Helton Discussion: The office is creating a new log to ensure we account for all the steps of the construction process.</p>	<p>Office to finalize log with all outstanding new construction.</p>
<p>Lake Management</p>	<p>Chairman’s Report- Scott Horsfall - Water Treatment Bids</p> <p>Motion: Scott motioned to hire AquaTechnex to do the survey and the weed treatment not to exceed \$5990. Second: Mo Ayes: Mo, Sylvia, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p> <p>Motion: James appoints Mark Murray to the Lake Management Committee as the second Director of the committee. Second: Scott Ayes: Mo, Sylvia, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p>	<p>Scott to create a PO for the weed treatment and submit it to the office for approval.</p> <p>Scott to obtain quotes for the inspections of the Slide Gate and the Docks included the Reserve Study</p>
<p>Hearing</p>	<p>Chairman’s Report- Maureen Allen - No hearings</p>	
<p>Safety</p>	<p>Sheriff’s Report- Maureen Allen</p> <p>APRIL CITIZENS AUXILIARY ADVISORY SHERIFF’S MEETINGS</p> <p>Meetings opened with the Pledge of Allegiance. The Sheriff reported on the 2 week-long West Point Leadership Class which is taught by Sheriff Spurling and Under Sheriff Travis. The course consists of 622 pages of material, 22 case studies. Washington State Patrol is the first agency to receive the training class in the US. Individual cost for class is \$3,000.00 and 280 officers have already gone through the class throughout the US.</p>	

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	<p>The shooting at Little Creek was an extremely violent gang related ambush. With the help of a casino officer the 5 adults and 1 juvenile were pursued and caught.</p> <p>The new Command Vehicle has received the approval from the MC Commissioners for \$50,000.00 to get the vehicle set up for operation.</p> <p>Initiative for officer pursuit goes into effect on June 6. Historically pursuit occurs in the hours of darkness. The Sheriff insists that the safety of the community comes first before pursuit is allowed by MC Officers.</p> <p>The 2023 Bi-Annual, 36-page report for MC Sheriff's Office is now available for review on their website. I copied the report and found it extremely interesting and informative and encourage all to review.</p> <p>Recently lost 3 officers to the State Patrol. Another officer was released because of using their badge to make bad decisions. The Pioneer School Officer Program faded but is being resumed.</p> <p>Block Watch Programs are strongly encouraged to be generated.</p> <p>Previously there was a \$150.00 charge to process SQUATTER removal, but Sheriff Spurling stopped that fee.</p> <p>A meeting attendee asked if body cameras are still being used. Answer is yes. A warning: a lot of "Title Fraud" is happening. Auditor is in process to stop ballots going to "deceased" voters.</p> <p>A support system has been created for officers to address the increased stress with traumatic situations that they face daily. The average age of current officers is 53 and 27 have less than 5 years of duty. State Patrol Officer, Jason Roe, reported that he has lost 4 troopers and is down to 7 troopers of which 3 work Mason County. He hopes to be up to 9 troopers soon.</p> <p>Sheriff Spurling says, be ever aware of your surroundings, be observant and if you see something say something.</p>	
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WORK GROUPS

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<p>Strategic Planning Work Group</p>	<p>Work Group Report- Sylvia Banzon Discussion: Meeting on April 3rd. We distributed the projects among the members of the work group. We will meet again on May 1st to go over STPs for each project and bring them forward at the next Board meeting for approval.</p>	
<p>Resolution 26</p>	<p>Work Group Process- Mark Murray -Resolution draft- tabled</p>	<p>Sylvia to send draft to Mark.</p>
<p>Security Cameras</p>	<p>Work Group Report- James Byrne - Criteria selected for bids. Discussion: James met with Don, and they are working on this. Talked about having a camera in the Playground as Phase 1 and one at the boat launch Phase 2. Research as to where we would store the data. Create the specs: Trail cameras for this year.</p>	
<p>OLD BUSINESS</p>		
<p>EXECUTIVE SESSION</p>		
<p>Board Discussions</p>	<p>Motion: James motioned to adjourn to executive session at 7:16 pm Second: Micah Ayes: Mo, Sylvia, Clint, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p> <p>Motion: James motioned to adjourn the executive session at 7:41 pm Second: Micah Ayes: Mo, Sylvia, Clint, Scott, Don, Micah and Mark Oppose: None Abstain: James</p> <p>Open issues: Close the landscape/ tree requirements. Motion: James motioned to send a letter to homeowners thanking them for their landscaping and closing the case. Second: Don Ayes: Mo, Sylvia, Clint, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p>	

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	<p>Dog Concern Letter Received Discussion: To write a response draft and have our attorney send the response letter. Motion: Micah motioned to have our attorney respond to the attorney about the dog concern. Second: Scott Ayes: Mo, Sylvia, Clint, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p>	
PRIOR ACTION ITEMS		
<p>DISCUSSION</p>	<p>Action Item List- James Byrne</p> <p>Motion: Clint motioned to dissolve the Safety & Security Committee and have the Board take care of and make the decisions for safety issues. Second: Mo. Ayes: Mo, Sylvia, Clint, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p> <p>Motion: Mo motioned to acquire an extra fishing scale not to exceed \$50. Second: Scott Ayes: Mo, Sylvia, Clint, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p>	<p>Office to buy a third scale to facilitate the weighing for the fishing derby.</p>
UPCOMING MEETINGS		
<p>May 22, 2024</p>	<p>5:30 PM Board of Directors Meeting</p>	
<p>June 26, 2024</p>	<p>5:30 PM Board of Directors Meeting</p>	
<p>June 26, 2024</p>	<p>7:00 PM Community Meeting - Confirm invitation of guest speaker- Sheriff</p>	<p>The sheriff is confirmed for the June meeting.</p>
UPCOMING EVENTS		
<p>May 4</p>	<p>Family Fishing Derby</p>	
ADJOURNMENT		
<p>Motion to Adjourn</p>	<p>Motion: Sylvia motioned to adjourn the meeting at 7:56 pm. Second: Mo Ayes: Mo, Sylvia, Clint, Scott, Don, Micah, and Mark Oppose: None Abstain: James</p>	