

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes



Date: Aug 28, 2024 @5:30pm

Attendance: Maureen Allen, James Byrne, Sylvia Banzon, Scott Horsfall, Don Huibregtse, Dale Leaman, Mark Murray, and Deb Wallace

Not Present: Micah Loucks

Attendance: Mary Helton, Jerry Cloyd, Mel & Barb Thomson, Therese Montgomery, Debbie Leslie, and Julie McDowell.

Welcome		
Introduction	Welcome- James Byrne	
TOPIC	DISCUSSION/VOTE	ACTION ITEM
Approve Previous Minutes	July Board Meeting Minutes Motion: Mo motioned to approve the minutes as presented. Second: Deb Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb. Oppose: None Abstain: James	
PUBLIC COMMENTS/ COMPLAINTS		
	Concern: Can you address the company that handles landscaping in boat launch area - they keep missing weeds between boats (with their weed whacker) and down by the water in front of the dock. LLVCC Response: This was taken care of by our Maintenance contractor.	
	Comment: I noticed that the family that "wanted to build a home" on the Island Place Road has put the property up for sale at a significant profit. Looks like the Lakeland Board got duped. I would hope that the board learns from their reckless action that cost Lakeland residents money and loss of the use of Island Place cul-de-sac. Response: The sale of the property is a private issue. The Board didn't purchase the cul-de-sac. There was minimal cost to the residents.	
	Comment: Why does everyone always hold events when it is so hot and muggy outside. August is the hottest month	

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	<p>here. Have it in the spring or fall when it's not so miserable out.</p>	
LETTERS TO THE BOARD		
<p>Concerned Resident</p>	<p>As a resident of Lakeland, I am concerned about the status of some yards that are neglecting to keep their property within keeping with Lakeland's beauty. Address @ 70 E Country Club Dr and also the property on the golf course side @ 1341 E Old Ranch Rd.</p> <p>If they have been told to clean up their property and have not done it, they should be fined.</p> <p>I would imagine neighbors are not happy and I would not want to take a guest golfing on Gen II and look at the "mess" in their backyard.</p> <p>Response: The office has sent letters to homeowners not following the upkeep of their properties. Homeowners are given 30 days to remedy their situation. The fines are imposed following the process defined in Resolution 16.</p>	
OFFICER REPORTS		
<p>President</p>	<p>President's Report- James Byrne</p>	
<p>Vice President</p>	<p>VP Report- Mark Murray</p>	
<p>Treasurer</p>	<p>Treasurer's Report- Sylvia Banzon</p> <p>Assets:</p> <ul style="list-style-type: none"> - Checking: \$18,631.87 - Litigation: \$53,588.08 - Reserve: \$137,154.36 - MM: \$240,596.93 - CD: \$93,718.59 <p>Budget 2024-2025</p> <ul style="list-style-type: none"> - Total Revenue: 93.8% - Total Expenses: 37.3% <p>Proposed and/or Approved Expenditures for New 24-25 Fiscal Year</p> <ul style="list-style-type: none"> - Fishing Derby \$350- Completed - Gazebo and Playground Landscaping- \$2,500- Completed - Lake Weed Treatment- \$7950- Completed - Spray Wash of Tennis Courts- \$700- Completed - Computer Equipment- Reserves- \$2,800- Completed - Computer Networking and Security- \$1,500-Completed - Website Upgrade- Homeowners Only Pages- \$500.00- Completed - Shredding Event- Old Documents- \$900- In Progress - Background Checks- \$300- Completed 	

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	<ul style="list-style-type: none"> - Training/CPR Class- \$900- Completed - Community Picnic- \$2000- Completed - Garage Sale Ads- \$100- Completed - Christmas Events- \$675 - Boat Launch Organization- \$4,000 pending - Slide Gate Inspection and Underwater Inspections of Docks- Reserves- \$4,500 pending - Replace the auxiliary Slide Gate- Reserves- \$17,000 pending <p>PO # 27 & 28 Landscaping Swin Area and Playground- Budget \$2400 Total expenses \$1985.44. Within budget. This includes the landscaping, plants, and signs. Paid and closed.</p> <p>PO # 24 Survey of Lake Anderson and Noxious Weeds Treatment- Budget \$7500. Total \$9,224.48. Variance approved in May 2024 minutes. Paid and closed.</p> <p>PO # 26 Replacement of Office computers- Budget \$2800 from Reserves. Balance of \$730.39 from \$1500.00 budgeted for Technical Support. Total \$3530.39 Paid and Closed.</p> <p>PO # 29 Locate water lines Gazebo- Non budgeted. Total \$440. Applied to Maintenance Supplies. Paid and closed.</p> <p>PO # 31 Community Picnic- Budget \$2000 Total \$1790.47 Within budget. Paid and closed.</p> <p>Intuit QuickBooks- Sylvia Banzon</p> <ul style="list-style-type: none"> - Subscription going up in price. Budgeted for \$800. The new subscription is \$849. Variance \$49. The variance will be covered with the overall subscription funds budgeted. <p>Motion: Scott motioned to approve the variance of QB annual subscription.</p> <p>Second: Don</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p>	
NEW BUSINESS		
	-	
OPERATIONS		
Maintenance	<p>Painting Bathroom Floors- Don Huibregtse</p> <ul style="list-style-type: none"> - Information – This was done, and the bathrooms look pretty good. <p>Gazebo Water Leak- Don Huibregtse</p> <ul style="list-style-type: none"> - Discussion- The water was shut off for the rest of the summer. This will be addressed in the fall. Quotes are required for this work. 	

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	<p>Shredding Events- Don Huibregtse</p> <ul style="list-style-type: none">- Electronic Vote <p>Motion: Don motioned to have a second shredding event on September 24, 2024, at a cost of \$618.00. This is a variance of \$27.00 from the previous approved budget.</p> <p>Second: James</p> <p>Ayes: Sylvia, James, Scott, Don, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: Mo and Dale</p>	
<p>Office</p>	<p>Website: Resident-only Portal- Mary Helton</p> <ul style="list-style-type: none">- Information- The portal is operational and there are over 150 people who have signed up. Started with a very simple page. More content will be added in the future. <p>Past Due Fines and Late Fees- Sylvia Banzon</p> <ul style="list-style-type: none">- Definition of Past Due Account: Any account with an outstanding balance above 30 days for any assessed amount.- Late Fees Discussion: Set amount vs. a percentage discussion.- Discussion of the application of late fees for fines and services provided; Bylaws- Article VII G-3 a-c. <p>Bylaws Insert:</p> <p>Late Fees and Interest. The Association may add reasonable late fees, as well as interest of not more than 12% per annum, compounded annually, to any delinquent account and all assessments related thereto; and</p> <p>Expenses and Fees. Any fees, charges or expenses, as specified at Article IX (D) below, including attorney fees and all costs of proceeding, with or without litigation, in pursuit of the collection of any assessments, as defined herein, including the payment of any charges having the effect of a lien against or associated with the subject lot.</p> <p>Application of Payments. Payments made on member accounts will be applied in the following order, unless otherwise as specified by the Association: first to the oldest delinquency whether on account of an assessment or any other amount owed to the Association; then to more recent delinquencies in order, oldest first.</p> <p>Motion: James motioned to charge \$10.00 or 3% whichever is greater. The late fees will be assessed starting with the October 1 billing cycle with no retroactive charges.</p> <p>Second: Mark</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p>	

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Oppose: None
Abstain: James

Email Vote to clarify the above motion on 8/29/24:

Discussion: The above motion seems to penalize heavily smaller assessed fees. A schedule of fees will make the fees equitable.

Motion: Sylvia motioned to approve the following fees schedule to be administered to all past due balances monthly. The fees will be assessed as follows:

Balance	Monthly Late Fee
\$1-\$99	\$5
\$100- \$249	\$10
\$250- \$499	\$15
\$500- \$999	\$20
\$1000 or more	3%

The above schedule will be assessed starting on Oct 1 billing cycle with no retroactive charges.

Second: Dale

Ayes: Sylvia, James, Don, Dale, Micah, Mark and Deb

Oppose: None

Abstain: Deb

LLVCC Auction Update- Mary Helton
- Update

Discussion: The community auction last week was successful, generating \$ 982 dollars.

Motion: Sylvia motioned to donate leftover items from the auction to the HUB.

Second: Mark

Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.

Oppose: None

Abstain: James

Motion: Sylvia motioned to apply funds collected from Shed items (\$919) to the Maintenance budget for this fiscal year.

Second: Don

Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.

Oppose: None

Abstain: James

Motion: Sylvia motioned to apply funds collected from the lost and found items (\$63) to the Office budget for this fiscal year.

Second: Mo

Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.

Oppose: None

Abstain: James

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	<p>Member Only Website- Mary Helton</p> <ul style="list-style-type: none"> - Discussion of Registered Renters <p>Motion: James motioned to give access to the member-only portion of the website to homeowners. Renters would not have access to the members-only page of the website.</p> <p>Second: Don</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p> <p>Firearms & Weapons Free Workplace Policy – Sylvia Banzon</p> <p>Motion: Don motioned to approve policy as written and add it to the Employee Handbook.</p> <p>Second: Deb</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p> <p>Body Camera Proposal- Sylvia Banzon</p> <ul style="list-style-type: none"> - Discussion- Move this topic to Executive 	
<p>Patrol/Compliance</p>	<p>Incident Tracking Log</p> <ul style="list-style-type: none"> - No incidents <p>Complaint Tracking Log</p> <ul style="list-style-type: none"> - Review and approval. <p>Motion: Don motioned to approve log as presented.</p> <p>Second: Deb</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p> <p>Request of Fine Removal- Don Huibregtse</p> <p>Discussion: Homeowner needs to request a hearing for this to be entertained. Inform the homeowner of the process. Refer to the Hearing Committee.</p>	<p>Did you know that Patrol conducts wellness checks? Please share this in the newsletter.</p>
COMMITTEES		
<p>Architectural Control (ACC)</p>	<p>Chairman’s Report- Mark Murray</p> <p>ACC Logs Approval- Mark Murray</p> <ul style="list-style-type: none"> - Review and approval. <p>Motion: Mark motioned to approve logs as presented.</p> <p>Second: Scott</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p>	

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	<p>New Construction Permits Log- Mark Murray</p> <ul style="list-style-type: none">- Review and approval <p>Motion: Don motioned to approve log as presented. Second: Mark Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb. Oppose: None Abstain: James</p> <p>Resolution 25 Permits- Sylvia Banzon</p> <ul style="list-style-type: none">- Discussion Noncompliance <p>Discussion: It has come to our attention that we have many homeowners using their properties for rentals. The office has issued only two permits according to Resolution 25. Letters will be sent to homeowners we know are renting to request a permit application and to register their tenants. Office will send an email blast.</p> <p>Non-Residential Permit Application- Sylvia Banzon Short-term Rental Application for 180 E Westlake Dr. N</p> <p>Motion: James motioned to have the ACC sub-group approve this application and subsequent applications moving forward. Second: Scott Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb. Oppose: None Abstain: James</p>	
<p>Lake Management</p>	<p>Chairman’s Report- Scott Horsfall</p> <ul style="list-style-type: none">- Information <p>The Lake Management Committee met on August 21, 2024. At this meeting discussions were held regarding whether to do another treatment of the lake (to control Lily Pad and Yellow Flag Iris growth as well as weed regrowth), and the inspection of docks and slide gates. No recommendations were made pending more information about both topics and pending quote.</p> <p>Question: There are more Lily Pads this year than ever. Why not spray Lily Pads in August?</p> <p>Response: The Lily Pads will die out in the winter and will treat it earlier next year.</p> <p>Slide Gate and Underwater Inspection of Docks- Quote</p> <ul style="list-style-type: none">- Information <p>Talked to the company that did it previously in 2014 and they are willing to come again. Scott talked to the previous LM Chair</p>	

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	<p>to get some history on this. More research is needed. We received a quote for \$5500.</p> <p>Question: Can you give us an idea about what the dock inspection entails?</p> <p>Response: Divers go underwater to assess the conditions of the docks if replacement is needed.</p>	
<p>Hearing</p>	<p>Chairman’s Report- Maureen Allen</p> <ul style="list-style-type: none"> - Incomplete construction hearing <p>Recommendation: The committee recommends that the eyesore lot returns to an undeveloped or natural status. The committee recommends waiving assessed fines to allow homeowners to purchase native plants. The homeowner will develop a replanting plan by September 15 and submit for approval and execute the plan by the end of the year 2024. The committee recommends maintaining a strip of land mowed for parking.</p> <p>Motion: Mo motioned to accept the committee’s recommendation as written</p> <p>Second: Mark</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p> <ul style="list-style-type: none"> - Eyesore hearing <p>Recommendation: The committee recommends deferring the fine until October 31, stipulating evidence of progress and/or completion.</p> <p>Discussion: There was a concern about why it is taking so long to complete the project. An explanation of homeowner’s type of work prohibits from working long hours on this project.</p> <p>Motion: Mo motioned to accept the committee’s recommendation as written</p> <p>Second: Scott</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p>	
<p>Safety</p>	<p>Chairman’s Report- Deb Wallace</p> <p>Budget for Safety Committee for the 2025-2026 plan year.</p> <ul style="list-style-type: none"> • Playground – remove railroad tiles and potentially install a split rail fence to keep kids safe from injuries. 	

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Also purchase "Child at Play" signs for the gazebo and playground areas.

- Security Cameras – To be discussed later
- Emergency evacuation and awareness education (Egress /Ingress)– Debbie and I are going to be meeting with K.C. Whitehouse, Battalion Chief for Central Mason Fire and EMS in late September to strategize with us and help with a plan of awareness and action should we need it.



**K.C Whitehouse
Battalion Chief**

Central Mason Fire & EMS
Shelton, WA 98584
kwhitehouse@cmfe.org
Work Cell: (360) 545-2037

Golf cart safety –

The Andersons need to be contacted to see if they would be willing to put up cautionary signs and potentially pay for them, to help golf cart drivers be aware of speed limits and stopping at stop signs to prevent potential injuries to pedestrians.

Playground/Lake, park safety –

There is concern that cars, mopeds, E-bikes, etc. are not slowing down in the areas where children play. We recommend getting "Children at Play" or some type of sign that could be posted in those areas reminding people to slow down and watch out for kids.

Security Cameras Research- James Byrne

Discussion with PUD:

The flock cameras must be installed on PUD poles. The poles are recommended to be installed at the entrances of LLVCC. We do not own the land; the Land is owned by the county. The cost for the poles is 10K each according to PUD. PUD will only drill the pole in public property but to do so we would need to have the county to agree to put the pole in the easement. It is not feasible for the Board to do this currently. In addition, the cost of the cameras is \$3000/yr with a contract for 3 years.

Motion: James motioned to not have the Board work on the cameras for the entrances of the community at this time.

Second: Mark

Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.

Oppose: None

Abstain: James

Sheriff's Report- Maureen Allen

DATES: August 1 and August 8

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Mr. William Harris, candidate for the upcoming election for Mason County Commissioner discussed the importance of getting informed about the position of commissioner and those interested in retaining and acquiring the commissioner position. Most importantly is to get out there and vote.

The carjacking which occurred last Friday in Shelton was explained in detail as the assailant successfully hit numerous vehicles on John Prairie Rd and was finally stopped by the "PIT" maneuver.

Officer DARE training is being started and will be implemented in the Pioneer School District. D- Division, A-Assess Decision, R-Respond, E-Evaluate the situation.

Announcement of the new meeting start time at the Burger Claim Restaurant. The new meeting time is 11:30 on the 2nd Thursday of each month.

Discussed the file clerk position within the Sheriff's Office to relieve officers of the tedious and time-consuming process to do paperwork. They belong out on the streets and not behind a desk.

Homelessness was extensively discussed. Washington is the 9th worst state for homelessness. Most homeless folks do refuse to be helped. However, if there is not a bed available at any rescue facilities, no one is allowed to try to encourage someone to get help. People who squat on Public Property cannot be removed per Supreme Court. In Mason County living in vehicles is the largest form of homelessness.

The Sheriff again encouraged placing "NO TRESPASSING" signs on personal property. He told a story about a person renting the lower level of her house and the owner tried to evict. The renter acquired a no contact order against the owner, so the owner of the house had to, by law, leave the property. Just a note: if your personal property is in "trust" and you personally want someone evicted, law enforcement CAN NOT evict.

The Mason County Jail is again overwhelmed with prospective "visitors" and can now outsource to Nisqually.

Mason County is again experiencing officers leaving for Thurston County because of the huge increase in wages and sign- in bonuses like \$15 and \$25 thousand dollars. Mason County cannot compete.

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	<p>Mason County again has the highest cases of fentanyl usage per capita in Washington State.</p> <p>Numerous fires have occurred within multiple homeless camps and the occupants refuse to leave. A question was asked: are the majority of the homeless US citizens or illegals? Answer: We are not allowed to ask.</p> <p>A male, age 15 with a gun hijacked a vehicle in Shelton. An officer found the car and went into pursuit and in the process the stolen car acquired 2 flat tires. Then the officer performed the "rub" which spun the car, and it came to a stop. The officer arrested the individual, however since he was a juvenile, he could not interview. Gang members use under aged individuals because they know they will be released.</p>	
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WORK GROUPS

<p>Strategic Planning Work Group</p>	<p>Boat Launch Organization- Don Huibregtse</p> <ul style="list-style-type: none"> - Discussion and Vote - Boats temporary parking <p>Discussion: We have 3 bids for the Boat Launch Organization which would include weed removal/spraying, add weed barrier and ¾ inch gravel. Part of the organization will include kayaks/canoe racks. We have three bids for the project: \$6900, \$8200, and \$15000. We also heard from the County and no permit is needed for this project. It was also discussed that current homeowners with boats will need to move their boats out temporarily while the work is done. A communication will be sent out giving them the choice to take the boats home or store them in lot 66 at their own risk. The work should be completed within two weeks. Once we get a schedule we will send the information out.</p> <p>Motion: Don motioned to approve the bid for \$6900 as this vendor has done work for us in the past and has met expectations.</p> <p>Second: Deb</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p> <p>Motion: Don motioned to use lot 66 as temporary parking for boat owners at their own risk.</p> <p>Second: Mark</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p>	
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NEW BUSINESS

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PUBLIC COMMENTS/QUESTIONS		
Jerry Cloyd	<p>Concern: Raking between the parking lot and his fence. He has spoken to Don and Mary, and it has not been resolved. He was told it was done. He ends up raking the property.</p> <p>Response: LLVCC notified landscaping company about this issue.</p>	
	<p>Concern: When does the park close? There were people there at 9:30 pm. Mr. Cloyd told the people that the park had been closed three times and they wouldn't leave. So, he called the police, and they came 30 minutes later. The police talked to them. The police officer said he couldn't do anything as this is a private property, and he doesn't have jurisdiction. He wants to know what the procedure is and who to call when something like this happens again.</p> <p>Response: Sign posted states that it closes at dusk. Patrol closes the park within an hour of dusk when they do their evening run. The procedure is to call Patrol for assistance.</p>	
MEETING ADJOURNMENT		
Motion to Adjourn	<p>Motion: James motioned to adjourn at 6:51 pm.</p> <p>Second: Deb</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p>	
EXECUTIVE ADJOURNMENT		
	James adjourns the executive session at 8:05 pm	
	<p>New Issues Votes:</p> <ul style="list-style-type: none"> - Overdue Dues <p>Discussion: It was discussed and decided to refer the case to our attorney to file a lien after two years of past due assessments.</p> <p>Replanting Plans- Mark Murray</p> <p>Discussion: Dead trees do not require replanting. Any other reason for a tree removal will require replanting. Replanting plans will be tracked and monitored.</p> <p>Approval of replanting plan</p> <p>Motion: James motioned to approve the replanting plan as presented.</p> <p>Second: Mark</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p>	

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	<p>Abstain: James</p> <p>Body Camera Proposal- Sylvia Banzon</p> <ul style="list-style-type: none"> - Discussion- This proposal will not be considered at this time, there is an alternate proposal. <p>Public Comments</p> <ul style="list-style-type: none"> - Discussion- It was discussed that there are a lot of topics to cover in the agenda and the Public Comments section sometime takes a lot of time. It was decided that comments from the public will be accepted at the beginning of the meeting if they are pertaining to the agenda at hand. New topics will be entertained towards the end of the meeting as new business. <p>New Construction permit application</p> <ul style="list-style-type: none"> - Discussion- Process and permit application for new construction was discussed and members agreed to the changes to the forms. 	
PRIOR ACTION ITEMS		
DISCUSSION	Action Item List- James Byrne	
UPCOMING MEETINGS		
Sept. 25, 2024	5:30 PM Board of Directors Meeting	
Oct 23, 2024	5:30 PM Board of Directors Meeting	
Dec 4, 2024	5:30 PM Board of Directors Meeting	
UPCOMING EVENTS		
Sept. 24, 2024	Community Shredding Event- 12-2 pm	
Oct. 18, 2024	Fish Plant	
MEETING ADJOURNMENT		
Motion to Adjourn	<p>Motion: James motioned to adjourn the meeting.</p> <p>Second: Don</p> <p>Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p>	

Submitted by
 Sylvia Banzon
 LLVCC Secretary/Treasurer

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