

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Agenda



Date: January 22, 2025 @ 5:28 pm

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

Not Present: Micah Loucks

Attendance: Mary Helton, Dave Sutton (virtual), and Ben Pak.

Resignation of Board Member: Micah Loucks

Appointment of Board Member: Roy Harrington

Welcome		
Introduction	Welcome- James Byrne	
TOPIC	DISCUSSION/VOTE	ACTION ITEM
Approve Previous Minutes	December Board Meeting Minutes Motion: Don motioned to approve the minutes as presented. Second: Dale Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb. Oppose: None Abstain: James	
Announcements	Resignation of Board Member: Micah Loucks	
Appointment	Discussion: Mr. Harrington expressed his willingness to be on the Board and his committee preferences. He will finish Micah's term and will be on the ballot for re-election. Motion: James motion to appoint Roy Harrington as a member of the Board. Second: Don Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb. Oppose: None Abstain: James	
PUBLIC COMMENTS/ COMPLAINTS- Old Business		
Comment:	HOA fees are extremely low compared to anywhere else in the county. The Board should propose a significant increase to compete with the market and will keep the dues the same for a while; funds can be placed in savings or investments to use for future projects. Another suggestion is to do a supplemental assessment with the option to pay over 5 years for those not	

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	<p>able to afford it. Tax increases aren't incremental; why are we doing that for the HOA dues? We need to start thinking about how to fund future projects. The Board should consider increasing the dues.</p>	
<p>Question:</p>	<p>Asking what the plan for the lake is for next year to control the weeds.</p> <p>LLVCC Response: The plan is to have two weed treatments next year. We will start earlier in the spring and then have another later in the summer.</p>	
<p>Comments to Reconsider:</p>	<p>"Submitted proposal for a boat rental business and you didn't approve. My intent is to be used by residents of the community only. I will not advertise beyond the community." He wants to share the experience with only LakeLand people. He will have liability insurance for coverage. He doesn't think that would be a problem with traffic.</p> <p>LLVCC Response: Thank you for your comments and questions at the 12/4 board meeting as a follow-up to your prior request to operate a business renting your boat for use on Lake Anderson to LLV members. The board briefly discussed it and, while you may revise and resubmit a proposal, several board members expressed reservations about the proposal. Lake Anderson is a LLVCC (private) common area (not your property) for the exclusive use of members and guests. Our rules (Resolution 25) allow some nonresidential use of private property but do not apply to common areas including the lake.</p> <p>HOA approval for business use of the lake, or any other common area such as the community beach or boat launch, would need to be authorized by the HOA through license or concession. We have not contemplated issuing license or concession for use of our common areas. We would not proceed with granting license or concession without thoughtful consideration and input from the entire community. Approving your proposal would also establish a precedent and potentially lead to more requests and other business uses of the lake which could affect the residential quality of the neighborhood.</p>	
<p>Buoys/Flags</p>	<p>Questions: Can we place buoys or flags marking the logs in the water that are not visible?</p> <p>LLVCC Response: For discussion at this meeting.</p>	

LETTERS TO THE BOARD

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	No letters	
OFFICER REPORTS		
President	President's Report- James Byrne	
Vice President	VP Report- Mark Murray	
Treasurer	<p>Treasurer's Report- Sylvia Banzon</p> <p>Assets:</p> <ul style="list-style-type: none"> - Checking: \$19,272 - Litigation: \$50,796 - Reserve: \$138,999 - MM: \$179,141 - CD: \$81,846 <p>Budget 2024-2025</p> <ul style="list-style-type: none"> - Total Revenue: 99% - Total Expenses: 76.7% <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- \$2,400- Completed - Lake Weed Treatment- \$9950- 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- \$925- Completed - Background Checks- \$300- Completed - Training/CPR Class- \$900- Completed - Community Picnic- \$2000- Completed - Garage Sale Ads- \$100- Completed - Boat Launch Organization- \$9,000 Completed - Slide Gate Inspection and Underwater Inspections of Docks- Reserves- \$4,500 pending Deferred - Replace the auxiliary Slide Gate- Reserves- \$17,000 Deferred - Christmas Events- \$675- Completed <p>Payment Plans and Liens:</p> <ul style="list-style-type: none"> - Four homeowners have a payment plan. Three homeowners are actively making payments. - LLVCC has a total of nine liens; three are active liens making payment. <p>Draft Budget FY 25-26 Packet Approval</p> <ul style="list-style-type: none"> - Discussion and vote <p>The budget reflects an increase of \$20 per lot for total dues of \$285.00. It also reflects a deposit to capital reserves for \$43,100, this amount is inflated due to the increasing cost of materials and labor. The original reserve schedule didn't</p>	

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	<p>account for inflation. The cost of the annual audit was pulled from the proposed budget, and it will be funded by savings funds if approved. This was done to keep the cost of dues as low as possible.</p> <p>Motion: Scott motioned to approve the budget packet as presented Second: Deb Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb. Oppose: None Abstain: James</p> <p>Budget Town Hall- Sylvia Banzon - Town Hall scheduled on February 19th at 6 pm.</p> <p>Special Meeting Announcement- James Byrne President Byrne is requesting a special meeting on February 19th at 4:30 pm with the Department of Ecology to talk about the Dam.</p>	
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NEW BUSINESS

	<p>Amend Bylaws Discussion: The Board created a work group to investigate the impact of the new Division 15. The workgroup submitted a recommendation to the Board in response.</p> <p>Motion: James motion to amend bylaws per workgroup recommendations and to include the amendments on the February 26, 2025, elections. Second: Don Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb. Oppose: None Abstain: James</p> <p>Lawsuit - Settlement Letter Motion: James motion to approve attorney’s draft for settlement letter. Second: Scott Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb. Oppose: None Abstain: James</p> <p>Compliance Issue – 180 E Lakeland Way Motion: James motion to waive \$100 fine for this property as the homeowner has been trying to sell for a couple of years but weren’t due to litigation. Second: Mark Ayes: Mo, Sylvia, Scott, Don, Dale, Mark and Deb. Oppose: None Abstain: James</p>	
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	<p>Certified Letters – Notice to Agencies Discussion: It was made clear and acknowledged to all Board members that no individual of the Board can speak or send correspondence on behalf of the Board. All correspondence from the Board will be issued from the office.</p> <p>Motion: James motion that all official correspondence to government agencies will include two signatures. Second: Dale Ayes: Mo, Sylvia, Scott, Don, Dale, Mark, and Deb. Oppose: None Abstain: James</p> <p>New Resolution -Building Committee Motion: Mark motion to create a resolution to form a board committee that will address the proposal from the Strategic Planning Work Group for a new community building in lot 66 division 5. Second: Deb Ayes: Mo, Sylvia, Scott, Don, Dale, Mark, and Deb. Oppose: None Abstain: James</p>	
OPERATIONS		
Maintenance	No updates	
Office	<p>Email Vote: Kitsap Bank CD We have a 12- month CD maturing January 14th. We need to decide what we are going to do with the funds. Motion: Sylvia motioned to renew the maturing CD to a 15- month paying 4.10% interest rate at Kitsap Bank. The CD will be open using the current signers on record. Second: Micah Ayes: Sylvia, James, Scott, Don, Dale, Micah, Mark and Deb. Oppose: None Abstain: Mo</p> <p>Switching to QuickBooks Online- Mary Helton - Update- It is happening. We are learning as we go. We really like the capabilities of the program.</p> <p>Recommended Services- Sylvia Banzon Discussion: It was discussed and agreed to add a disclaimer to the recommended services list we are sending to our homeowners. We want to make sure homeowners due their due diligence when looking for contract work. The lists provided by the office are based on recommendations from homeowners.</p>	

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	<p>FAQs for Portal - Mark Murray Discussion: Mark is reviewing the FAQs and will send a revised version to the office to post on the LLVCC website.</p>	
<p>Patrol/Compliance</p>	<p>Incident Tracking Log - Review and approval Motion: Don motion to approve log as presented. Second: Deb Ayes: Mo, Sylvia, Scott, Don, Dale, Mark, and Deb. Oppose: None Abstain: James</p> <p>Complaint Tracking Log - Review and approval Motion: Don motion to approve log as presented. Second: Sylvia Ayes: Mo, Sylvia, Scott, Don, Dale, Mark, and Deb. Oppose: None Abstain: James</p> <p>Eyesore Log - Review and approval Motion: Don motion to approve log as presented. Second: Mo Ayes: Mo, Sylvia, Scott, Don, Dale, Mark, and Deb. Oppose: None Abstain: James</p> <p>Trash cans View- Don Huibregtse Discussion: There is a complaint about a trash can viewed from across the fairway on the golf course. The compliance office doesn't see this as a violation, and it is requesting the Board to help with the interpretation of the covenant. The covenant specified "shielded from view." We cannot change the covenant language. It was discussed that on the said property the view is on the backyard of the house. The trash cans are not visible from the street. Determination: The covenants clearly state the criteria is from "public view" which is the public road. Trash cans should be shielded from views and will be interpreted as public view from the street in front of the house.</p>	
<p>PUBLIC COMMENTS/QUESTIONS- New Business</p>		
<p>What is Reserve Study?</p>	<p>Concern: A lot of people in our community do not understand the concept of reserve study and what it means. It was suggested to send information with the budget packet as what is a reserve study.</p> <p>LLVCC Response: The information will be included in the budget packet and in the newsletter for Jan-Mar 2025.</p>	

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COMMITTEES		
Architectural Control (ACC)	<p>Chairman’s Report- Mark Murray</p> <p>ACC Logs Approval- Mark Murray - Review and approval.</p> <p>Motion: Mark motion to approve log as presented. Second: Scott Ayes: Mo, Sylvia, Scott, Don, Dale, Mark, and Deb. Oppose: None Abstain: James</p> <p>New Construction Permits Log- Mark Murray - Review and approval</p> <p>Motion: Don motion to approve log as presented. Second: Scott Ayes: Mo, Sylvia, Scott, Don, Dale, Mark, and Deb. Oppose: None Abstain: James</p> <p>Replanting Log- Mark Murray - Review and approval Deferred until next meeting.</p> <p>Solar Panels- Mark Murray Discussion: ACC approved solar panels, reviewed language from covenants. RCW protects homeowners and HOA cannot disapprove of the installation of solar panels.</p> <p>Roof Warranty- Don Huibregtse Discussion: Roof manufacturing companies are moving to “limited lifetime warranty,” how do we interpret this when most divisions required a 40-year warranty. Agreement: We will continue requiring the 40-year warranty as long the homeowner is able to provide the information from manufacturer; if the manufacturer only provided a “limited lifetime warranty” product it will be accepted.</p> <p>Division 1-6 Covenant Deviation Language for Other Building Materials- Mark Murray Discussion: We continue getting requests for metal roofs for new construction and replacements. The covenants for Division 1-6 have language that will allow the ACC to consider alternate materials. It states as follows: “Roofs shall be composed of quality, fire resistant roofing materials such as treated wooden or synthetic shakes, tiles of various type, and similar commercial materials but excluding tar paper, mineral-</p>	

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	<p>surfaced felt and all metals and/or fiberglass panels. All existing roofs not complying with the above must be upgraded at time of replacement or major repair. Siding shall be composed of wood, stucco, vinyl siding, or brick. <u>Deviations from the above at time of construction or replacement must be approved by the Board of Trustees.</u></p> <p>Agreement: It was agreed that after the review of the covenants the ACC will consider other materials for construction as long as it provides the aesthetic and preserves the natural beauty of the village. There will be an educational newsletter article on this topic.</p> <p>Motion: Mark motion that the ACC will consider alternate materials on a case-by-case basis for Div 1-6.</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>ACC Guidelines- Mark Murray Discussion: Review of ACC guidelines to clarify requirements. New guidelines will be posted on the website.</p> <p><i><u>Please note: New construction or new additions to an existing home requires the completion of a Construction Permit not a Project Permit.</u></i></p> <p>Garden Boxes Permit- Don Huibregtse Discussion: We have a project permit application for installing garden boxes that are fenced with eight-foot-high cedar planks. Bringing to the Board for consensus approval. Agreement: The covenants limits fences to six feet. The homeowner will need to modify the design to 6 feet for approval.</p> <p>Resolution 25- Mark Murray - Deferred until next meeting.</p>	
<p>Lake Management</p>	<p>Chairman's Report- Scott Horsfall - No report</p> <p>Slide Gate and Underwater Inspection of Docks- Scott Horsfall - Deferred until next FY.</p> <p>Dam Inspection- Scott Horsfall - Deferred to Executive Session</p> <p>Buoys or Flags- Scott Horsfall</p>	

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	<p>Discussion: This would be a big undertaking, and we do not have a way of doing it at this time.</p>	
<p>Hearing</p>	<p>Chairman’s Report- Maureen Allen - Recommendations</p> <p>Recreational vehicle regularly parked in driveway Background: The complainant raises the issue of a vehicle that is clearly designed as a camper (a class B motorhome) being parked daily on the driveway in front of the residence. The Board had previously approved this vehicle, as it is also a regularly driven daily-use vehicle by the homeowner. Principal complaint is the “slippery slope” issue. Complainant acknowledges there is no eyesore issue. Committee discussed prior approval, the current complaint, and the governing covenants. Recommendation: The recommendation is that the vehicle does not fall readily into the existing definitions of vehicles prohibited from long-term parking, which were written before this type of vehicle (large van conversions) was common. It is suggested that the Board draft and adopt a resolution clarifying this situation. No suggestion to reverse the decision by the Board regarding this specific vehicle, or for another recently approved similar vehicle.</p> <p>Motion: Sylvia motion to approve the Hearing Committee recommendation as expressed above. Second: Dale Ayes: Mo, Sylvia, Scott, Don, Dale, Mark, and Deb. Oppose: None Abstain: James</p> <p>RV Van parked on the lawn and covered with tarp. Background: Homeowner feels that since there are 2 other similar vehicles, which were Board approved, he should also be allowed to park his exposed, tarp-covered van on his property. He admitted that he will not use the vehicle as a commuter, but only for recreational outings in good weather. He was informed that RVs can be temporarily parked upon lots for loading and unloading but not stored, per Division 12 covenants, Article VIII, Section 1 (d). His position is “others in the same division have like vehicles parked (stored) and allowed.” Recommendation: The recommendation from the committee is that since the subject vehicle will be parked and stored on their lawn in the front yard and it will not be driven regularly, the committee determined that the existing covenant for Div. 12, Article VIII, Section 1 (d) must be adhered to. Discussion: Homeowner is present to appeal his case to the Board. Homeowner understands that the Board has allowed</p>	

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	<p>this type of vans in a case by case basis and wants us to have more information. He said that he would be willing to drive the van to Gold Mountain several times a week. It could then be driven regularly. The Board discussed his proposal. Because the van meets the standards of the previously approved vans, they decided to reject the committee's decision and accept Mr. Pak's solution of the van being driven regularly. The van must be parked in the driveway, not on the lawn, and be seen to be driven. The issue will be reconsidered in 3 months to ensure the conditions are being met.</p> <p>Motion: Dale motion to accept the homeowner proposal of using the van as a commuter car and able to park in a designated area in his property. Second: Scott Ayes: Mo, Sylvia, Scott, Dale, Mark, and Deb. Oppose: Don Abstain: James</p> <p>Tree removal without approval by ACC Permit. Background: Homeowner was in hopes of reducing the fine because he did originally tag the 16 out of 45 trees that were within the proposed footprint of construction before removal. He discussed the future building process, then came back to the subject of the complaint, tree removal without approved ACC permit. Recommendation: The committee's decision is to maintain the fine as determined and referenced in the LLVCC communication letter dated 10/29/24, sent, received, and acknowledged by homeowner. Tree removal was done without an ACC permit. This was in response to complaint about the site work started without a permit.</p> <p>Motion: Dale motion to accept the Hearing Committee recommendation. Second: Don Ayes: Mo, Sylvia, Scott, Don, Dale, Mark, and Deb. Oppose: None Abstain: James</p> <p>Hearing Committee Chair Appointment- James Byrne Motion: James motion to appoint Dale Leaman as the new Hearing Committee Chair. Second: Mark Ayes: Mo, Sylvia, Scott, Don, Mark, and Deb. Oppose: None Abstain: James and Dale.</p>	
Safety	Chairman's Report- Deb Wallace	

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	<ul style="list-style-type: none">- Safety Report <p>The Safety Committee meeting was on December 11, 2024. A round "table" discussion covered introductions, and individual concerns regarding safety issues. Some highlights are below:</p> <ol style="list-style-type: none">1. Child at play signs will be installed in a few of the common areas where the highest volume of speeding vehicles occurs. We determined the best use of the signs would be placed on posts and Don Huibregtse would oversee that.2. With the growing population it is a concern that we have limited access to our ingress and egress, especially in the event of an emergency like wildfire. Fire Chief K.C. Whitehouse will be attending our February 26th community meeting and speaking to us about the Mason County evacuation plan. We are meeting again on January 22nd. <p>Sheriff's Report- Maureen Allen</p> <ul style="list-style-type: none">- SHERIFF'S REPORT JANUARY 2025- The Sheriff Department is in the process of developing an online report of possible crimes. All entries will be reviewed, and an appropriate officer will be sent immediately if the offence is in process and handled as a 911. Sheriff Spurling is hoping that the new Governor will adhere to his campaign promise of one county deputy per thousand. The Sheriff prefers two deputies per thousand to support the citizens of Mason County. We need more neighborhood watch committees for all communities as problems are increasing.- The yearly "Shop with A Cop" at Walmart was a huge success. 49 children participated with \$179.00 to purchase gifts with free gift wrapping. This event is financially supported through Charlie's Vision Organization. This is the same organization that supported the fund-raising event to acquire the new Command Center Vehicle for the Sheriff's Department.- The Sheriff, along with the Mason County Auditor Mr. Dunkel, are trying to address the issue of "No Animal Control Officer in Mason County". When there is a commissioner allocated reduction for the Sheriff's Department, the first removed funding is Animal Control in the past and currently. Mr. Dunkel is in favor of trying to transfer the funding to the Auditors Department which should eliminate the removal of funding and get and keep the much needed and requested funding from the residents of Mason County.- The study for the funding of a new MC Jail is still a major issue. The cost is extreme, and the requested need is not only jail cells, but for a mental health	
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	<p>facility. According to Sheriff Spurling, jail cells are not the answer to handle folks with drug and mental issues. He also said that for multiple reasons, there have been several jails statewide that have shut down.</p> <ul style="list-style-type: none"> - An announcement of a "Polar Plunge" at Alderbrook Resort will occur on February 12 at noon. It is a great fun event, and he invited all to attend. Numerous officers have done the dunk!!!! And will be there again, including Sheriff Spurling. 	
WORK GROUPS		
Strategic Planning Work Group	- Meeting January 29, 2025	
OLD BUSINESS		
	<p>Gazebo Water Leak Quote- James Byrne</p> <ul style="list-style-type: none"> - This was approved at the last meeting. No discussion needed. 	
ADJOURNMENT	Meeting adjourned 7:20 pm	
EXECUTIVE SESSION		
Board Discussions	<p>New Issues Discussion:</p> <ul style="list-style-type: none"> - Liens - Hearing and fines - Legal issues - Dam report 	
ADJOURNMENT	Executive Session adjourned 7:39 pm	
PRIOR ACTION ITEMS		
DISCUSSION	<p>Action Item List- James Byrne</p> <ul style="list-style-type: none"> - Review 	
UPCOMING MEETINGS		
Feb 26, 2025	5:30 PM Board of Directors Meeting	
Feb 26, 2025	Budget/ Election Community Meeting	
UPCOMING EVENTS		
TBD	Easter Bunny Comes to Allyn	
MEETING ADJOURNMENT		
Motion to Adjourn	Meeting adjourned 7:43 pm	