

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes



Date: October 22, 2025 @ 5:49 pm

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

Not Present: Maureen Allen, Mike Columbus and Carol Low

Others Present: Jacqui Curtiss, Mary Helton, and Jessica? (virtual)

EXECUTIVE SESSION		
	<p>Maintenance Issues</p> <ul style="list-style-type: none"> - No maintenance issues to address. <p>ACC Logs Verification</p> <ul style="list-style-type: none"> - We will continue with the new process. <p>Employee Evaluations and Salaries</p> <ul style="list-style-type: none"> - New policy- evaluations will be done in March and will add a merit component that will take effect on April 1st. <p>Playground Improvement</p> <ul style="list-style-type: none"> - Need a quote <p>CC Operating Cost</p> <ul style="list-style-type: none"> - Deferred 	
Welcome		
Introduction	<p>Welcome- James Byrne</p> <p>Call for New Business- James Byrne</p>	
TOPIC	DISCUSSION/VOTE	ACTION ITEM
Approve Previous Minutes	<p>September Board Meeting Minutes – James Byrne</p> <p>Motion: Scott motioned to approve the minutes as presented.</p> <p>Second: Deb</p> <p>Ayes: Sylvia, Scott, Dale, Mark and Deb</p> <p>Oppose: None</p> <p>Abstain: James</p>	
PUBLIC COMMENTS/ COMPLAINTS- Old Business		
Patrol responses	<p>Concern: We received a call to report two young men parked on the shoulder and walking down the driveway of a vacant house. They looked 'suspicious'</p> <p>Response: Patrol drove by the street and talked to them. They were with a moving company, and they were waiting for the moving truck.</p>	

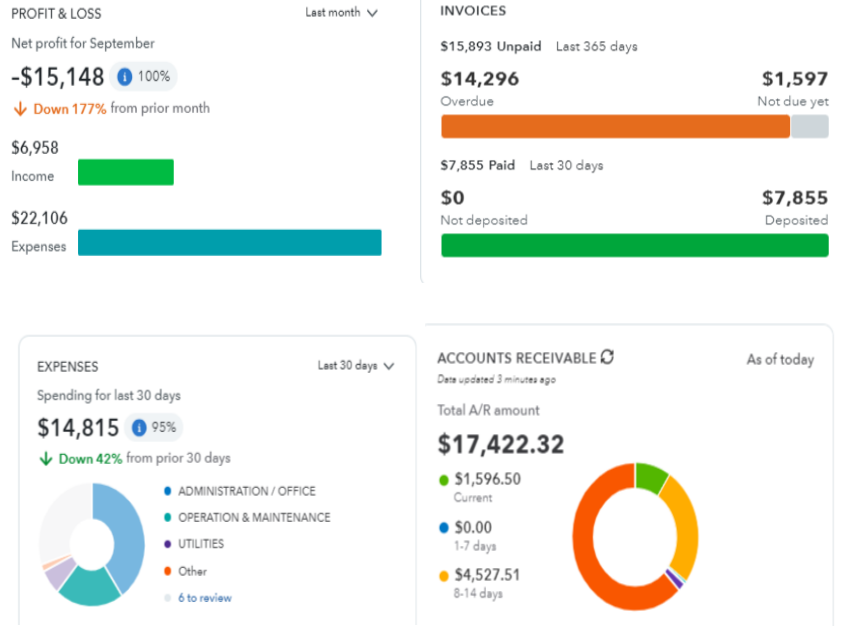
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	<p>Concern: It was reported that a man wrapped in a blanket was sitting on a bench at the basketball courts, attempting to light something in a tinfoil.</p> <p>Response: Resident requested the man to leave premises. The man didn't move. Patrol was called and by the time patrol got there the man was gone and was no longer on the premises.</p>	
LETTERS TO THE BOARD		
OFFICER REPORTS		
<p>President</p>	<p>President's Report- James Byrne</p> <ul style="list-style-type: none"> - Follow up Gazebo Damages – As of Monday, new picnic tables finished and locked. We filed a small claim suit against the driver to recuperate cost. - Follow up on Cameras- A camera was installed in the restroom area. It is motion activated. We will install another camera in the beach area. Camera's capabilities and billing were discussed. - A big Thank you to Mr. Freeman for cleaning and organizing the basketball courts. <p>Motion: Dale motioned to subscribe to the unlimited plan for the cameras at a cost of \$18 per month per camera.</p> <p>Second: Deb</p> <p>Ayes: Sylvia, Scott, Dale, Mark and Deb</p> <p>Oppose: None</p> <p>Abstain: James</p>	
<p>Vice President</p>	<p>VP Report- Mark Murray</p> <ul style="list-style-type: none"> - No report 	
<p>Treasurer</p>	<p>Treasurer's Report- Sylvia Banzon</p> <p>Assets:</p> <ul style="list-style-type: none"> - Checking: \$27,954 - Litigation: \$46,851 - Reserve: \$176,756 - MM: \$254,665 - CD: \$78,312 <p>Budget 2025-2026</p> <ul style="list-style-type: none"> - Total Revenue: 108% - Total Expenses: 69% 	

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Proposed and/or Approved Expenditures for New 25-26 Fiscal Year

- Fishing Derby \$350- **Completed**
- Gazebo and Playground Landscaping- **\$1,500 In progress**
- Gazebo Water Leak Repair- \$13,650- **Completed**
- Replace Playground Set- \$33,000 (Reserves)
- Replace Fence in Playground- \$7,000 (Reserves)
- Lake Weed Treatment- \$14,000 **Completed**
- Lake Water Testing- \$600 **Completed**
- Tennis Courts Maintenance- \$750 **Completed**
- Shredding Event- Old Documents- \$925- **Completed**
- Background Checks- \$150- **Completed**
- Training/CPR Class- \$800 **Completed**
- Community Picnic- \$1,850- **Completed**
- Garage Sale Ads- \$75 **Completed**
- July 4th Americana Décor- \$50 **Completed**
- Boat Launch Upkeep- \$1,500 **In progress**
- Slide Gate Inspection and Underwater Inspections of Docks- Reserves- \$4,700 – **Completed**
- Fish Plant- \$3,200- **Completed**
- Halloween Décor- \$50- **In progress**
- Christmas Events- \$650

HOA Payment Plans and Liens:

- One homeowner in payment plan.
- LLVCC has a total of six property liens.
- There is one property in foreclosure proceedings. A partial payment was received. The homeowner agreed to make payments.

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Open Purchase Orders:

- **PO #42 Slide Gate and dock inspection-** Budget \$4,800 Cost \$6,198. Capital account. Variance Vote approved. **Paid and closed.**

- **PO #45 Gazebo Water Trench-** Estimate total \$1252. Misc maintenance account. Within budget. **Paid and closed.**

- **PO #46 Gazebo Roof Leak-** Estimate of repairs \$680. Misc maintenance account. Within budget. **Paid and closed.**

- **PO #47 Metal frame Picnic Tables-** Replacing damaged tables. Estimate total \$3,200. Common Areas account. Not budgeted. **Paid and closed.**

- **PO #48 Security Cameras-** Estimate \$400. Non budgeted. Common Areas account. **Paid and closed.**

CD expiring in November- Sylvia Banzon

Plan: To move half of the funds to the Diamond Money Market earning 2.75% and reinvest the other half into a 5-month CD earning 3.5%. The new account will be opened using the current signers James Byrne, Mark Murray, and Sylvia Banzon.

Motion: Sylvia motioned to approve the plan above.

Second: Deb

Ayes: Sylvia, Scott, Dale, Mark and Deb

Oppose: None

Abstain: James

Capital Reserves Fund Update – Sylvia Banzon

Plan: Moving the capital reserves funds from a business Money Market to a Sweep Account to maximize interest earned. Current money market earns 0.75% and the new account is a cash management tool designed to maximize earnings on idle cash, which can be swept into a savings account, money market account, or other investment vehicle.

Motion: Sylvia motioned to approve the above changes for the Capital Reserves account.

Second: Dale

Ayes: Sylvia, Scott, Dale, Mark and Deb

Oppose: None

Abstain: James

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	<p>Salary increases- James Byrne</p> <p>Motion: James motioned to amend current salary pay policy for employees to base increases on COLA and add a 1-3% merit increase for performance. This policy will not include seasonal employees as their minimum wage increases every year.</p> <p>Second: Dale</p> <p>Ayes: James, Scott, Dale, Mark and Deb</p> <p>Oppose: None</p> <p>Abstain: Sylvia</p>	
NEW BUSINESS		
<p>Safety</p>	<p>Concern: There is a concern about the LLVCC restrooms in the playground area that are potentially being used by non-residents. At the Sherriff's meeting on October 15th, a resident asked Under Sheriff Jason Dracobly what could be done about this. His recommendation was to post NO TRESSPASSING and RESIDENTS ONLY signs at both entrances to the playground/bathroom areas. This would allow the Sherriff or backup to respond to a call and make an arrest if they are in the area. Currently there are signs at the entrance near the Gazebo but not at the backside of the playground. We also confirmed that cameras have been ordered to be placed in the bathroom area.</p> <p>Motion: Dale motioned to purchase and install two signs at cost not to exceed \$100 and place at the indicated locations.</p> <p>Second: Scott</p> <p>Ayes: Sylvia, Scott, Dale, Mark and Deb</p> <p>Oppose: None</p> <p>Abstain: James</p>	
PUBLIC COMMENTS/QUESTIONS- New Business		
OPERATIONS		
<p>Maintenance</p>	<p>Someone flipped over the picnic tables in the gazebo area. We are not sure why this happened and who did it.</p>	
<p>Office</p>	<p>Holiday Closures- Sylvia Banzon</p> <ul style="list-style-type: none"> - November 26-28 - December 24- Jan 2 - December 29-30 administrative days for invoices and end-of-year activities. We will not be open to the public. <p>Confirmation of Halloween Judges- Mary Helton</p> <ul style="list-style-type: none"> - We have confirmed volunteers for Halloween- Mike Low, James Byrne, Deb Wallace, Dale Leaman and Julie McDowell. - Judging will be on the evening of October 31st. 	

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	<p>RCWs Review- Sylvia Banzon There is new language in the HOA RCWs. We will be reviewing changes and summarizing at the December meeting.</p>	
<p>Patrol/Compliance</p>	<p>Incident Tracking Log - Review and approval Motion: Dale motioned to approve log as presented. Second: Deb Ayes: Sylvia, Scott, Dale, Mark and Deb Oppose: None Abstain: James</p> <p>Complaint Tracking Log - Review and approval Motion: Sylvia motioned to motioned to approve log as presented. Second: Scott Ayes: Sylvia, Scott, Dale, Mark and Deb Oppose: None Abstain: James</p> <p>Eyesore Log - Review and approval - Log will be validated by Deb Wallace and James Byrne. - Log will be approved by electronic vote.</p>	
<p>COMMITTEES</p>		
<p>Architectural Control (ACC)</p>	<p>Chairman’s Report- Mark Murray - Thank you to Mary for actively working on these logs.</p> <p>ACC Logs Approval- Mark Murray - Review and approval Motion: Mark motioned to approve log as presented. Second: Dale Ayes: Sylvia, Scott, Dale, Mark and Deb Oppose: None Abstain: James</p> <p>New Construction Permits Log- Mark Murray - Review and approval Motion: Mark motioned to approve log as presented. Second: Dale Ayes: Sylvia, Scott, Dale, Mark and Deb Oppose: None Abstain: James</p> <p>Replanting Log- Mark Murray - Review and approval Motion: Mark motioned to approve log as presented. Second: Dale</p>	

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	<p>Ayes: Sylvia, Scott, Dale, Mark and Deb Oppose: None Abstain: James</p> <p>Project Completion Log- Mark Murray - Review and approval</p> <p>Motion: Mark motioned to approve log as presented. Second: Scott Ayes: Sylvia, Scott, Dale, Mark and Deb Oppose: None Abstain: James</p>	
Building	<p>Chairman’s Report- Dale Leaman Continue to look at physical amenities. The plan is to bring a proposal to the Board at the next meeting including a template for RFP.</p> <p>Playground- Sylvia Banzon Vendor came last week to look at the area on this project. They proposed \$12,000 to remove existing play set. This will take almost half of the budget. We can do the removal locally at lesser cost and have them give us the proposal for the play set excluding the swings in the upper level by the shed.</p>	
Lake Management	<p>Chairman’s Report- Scott Horsfall</p> <p>The inspection of the slide gate took place on Sept. 25th as did the underwater inspections of all the docks. For the most part, these inspections went well, although the inspection of the slide gates was problematic.</p> <p>They spent roughly 2 hours trying to stop a leak in the slide gate. Since then, I’ve done a little research and it turns out that the slide gates maybe have a bit of a leak built-in, and so maybe nothing’s wrong with the lower slide gate. I will continue to research this, deliberating on the costs as well. In the meantime, there is no need to do anything.</p> <p>The docks have need of some repairs, but again, they’re not urgent. I did call the Permitting Bureau and found out that if we want to replace ‘or repair’ the docks, then we need permits. I’m not sure whether the repairs that are called for require permits as well. I’ll be researching that for the next little while.</p>	
Hearing	<p>Chairman’s Report- Dale Leaman - No hearing this month.</p>	
Safety	<p>Chairman’s Report- Deb Wallace Members needed for this committee continue. Mary to send out email requesting participation.</p>	

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	<p>Sheriff's Report- Maureen Allen - Sheriff's Meeting Report</p> <p>Under-Sheriff Jason Dracobly conducted the meeting for Sheriff Spurling.</p> <p>Budget approval for more deputies and equipment will hopefully be signed off by December 1. Declining sales tax collection because of on-line purchases is hurting the counties of Kitsap, Thurston, and Mason. There is a government mandate that the State Superior Court requires Public Defenders to reduce their caseloads, which would give them more time for public defense investigations, even though an increase in crimes exists. Two million dollars are needed next year to fun 10-11 current public defenders. Three officers were recently hired for the jail, but because of recent elevated crime, six more are seriously needed.</p> <p>The deceased female body found at Hwy 3 and Pickering was actually there for 3 or more months.</p> <p>Three years ago, because of social distancing caused by COVID, officers were not allowed to be proactive to conduct traffic stops, for example, speeding and reckless driving. Now there is a renewal of training for 15 officers to be not only reactive, but proactive.</p> <p>Harstine Island has been declared a "Hat Area" because of continued criminal activity and abandoned vehicles. The Health Dept. is also involved because of developing health issues there. A "Set Team" has been developed and designed to focus on community issues.</p> <p>An attendee asked, "Why is the reduced speed to 20 mph located on Hwy 3 at the grade school active on weekends, school dismissal days, and at night?" The continued slowdown when not needed is actually desensitizing adherence to the reduction of speed. An officer was requested to research and address the issue.</p> <p>Mason County has grown 400% in just two years. If folks have county issues, they should attend county commissioners' meetings and voice their concerns.</p>	
OLD BUSINESS		
MEETING ADJOURNMENT		
Motion to Adjourn	<p>Motion: Sylvia motioned to meeting at 6:23 pm. Second: Deb</p>	

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	<p>Ayes: Sylvia, Scott, Dale, Mark and Deb Oppose: None Abstain: James</p>	
CLOSED SESSION		
Board Discussions	<p>New Issues:</p> <ul style="list-style-type: none"> - Fence without permit. This is a violation of covenants and per Resolution 16 a fine applies to this case. <p>Motion: James motioned to apply fine \$500 based on Resolution 16 and follow the process. Second: Dale Ayes: Sylvia, Scott, Dale, Mark and Deb Oppose: None Abstain: James</p> <ul style="list-style-type: none"> - RVs – Division 7 and 8 RV's issues will be placed in the eyesore log for validation. There is an increase of RVs parked in properties that may not be following covenants. - New construction 1 to 2 Send letter to homeowner. - Weekends Calls There have been 5 calls. Nothing urgent. 	
PRIOR ACTION ITEMS		
DISCUSSION	Action Item List- James Byrne	
UPCOMING MEETINGS		
Nov. 19, 2025	5:00 PM Budget Preparation Work Group	
December 3, 2025	5:30 PM Board of Directors Meeting	
UPCOMING EVENTS		
October 27-31, 2025	Halloween Décor Contest	
December 6, 2025	Santa Comes to Allyn Town- Waterfront Park 11am-2pm	
MEETING ADJOURNMENT		
Motion to Adjourn	<p>Motion: Dale motioned to adjourn at 6:54 pm. Second: Scott Ayes: Sylvia, Scott, Dale, Mark and Deb Oppose: None Abstain: James</p>	