**Lakemoor Community Club Board of Directors Minutes**

**Meeting type**: Regular

**Date**: February 19, 2019

**Place**: Jefferson MS Library

**Start time**: 6:06 PM

**Board members in attendance**: President Wendy Harris, VP John Ulmer, Treasurer Rob Panowicz, Secretary Dirk Havlak, Mike Gowrylow, Randy Lupert

**Board members absent**: Susan Dumph (excused-in Montana)

**Community members in attendance**: Marian Bailey, Esther Baker, Nancy Botaitis, Brian Frankowski, Al Hatten, Christina Morse, Ralph Oliver, Linda Panowicz, Karl Young

**Minutes**: December 2018 minutes moved, seconded, and unanimously approved.

**Results of Board Election of Officers at 2/13/2019 Transition Meeting**: President – Wendy Harris; Vice-President – John Ulmer; Treasurer – Rob Panowicz; Secretary – Dirk Havlak; At Large – Mike Gowrylow, Randy Lubert, Susan Dumph

**Community Comments**: This section was moved to beginning of meeting to allow community members to make comments and raise concerns before board meeting business begins, and to allow input that might affect decisions later in meeting.

 **Al Hatten**: General Safety reminder – community walkers need to stay on left side of road facing traffic, especially at night and in snowy conditions.

 **Nancy Botaitis**: question about who owns entrance island (city owns, LCC manages); conducting board business at annual meeting (RCW 64.38 requirement of HOAs);

 Member doesn’t have to buy dinner to attend business part of annual meeting.

**Reports**:

**Security** – Ralph ejected 5 non-members from Christopher Park on Jan 31 (fishing); Feb 19 -observed 2080 problem house being cleaned out and boarded up with Plexiglas windows at direction of Fannie Mae realtor;

 Ralph taking vacation : 3/11-29 – Resident Jerry Wilmes will temporarily volunteer to cover neighborhood during absence – will carry Ralph’s phone, and drive light gray Ford truck

**Treasurer** – Rob P presented budget report - $218,582 in cash (checking, savings, MM); board discussed putting a fraction of this in interest-bearing CDs. Rob plans to show month to month income and expenses, not just cumulative. Report accepted.

 Board authorized Treasurer to sign engagement letters for CPA regarding Audits for years 2017 & 2018, and to sign amended 2017 tax return

**Architectural** – Karl and Leola Wheeler consulted and authorized removal of 2 dangerous trees.

 Committee maintains records, and sends copies to KL Secretary of actions.

**Common Areas** – Brian (arrived 6:50p)

 **Ballfield** – ADA sidewalk installed, irrigation system installed, prepwork in progress for field seeding in mid-March. Large pile of wood chips left by landscaping company (Brian aware)– encroaching on road – to be spread by contractor for ballfield work.

 **Westside rec** – large tree from neighboring yard has damaged fence – John Ulmer will contact LCC Homeowners Insurance Co (State Farm –Melanie Bakala 360-972-7905) regarding initiating claim, she should work with neighbor’s insurance regarding compensation for damage repair if greater than deductable

 **Chipping Day on Saturday, March 2** – chipper will be stationed at park areas where most needed

 **Backflow testing** – Brian to reorder as it apparently has not been done

 **Urban forest** – removed large alder leaning over trail

 **Bids** on Ballfield playground equipment and Entrance Island work discussed under New Business

**Digital** – no report

**Dog Park** – no report

**Election Policy** – no report

**Events** – Wendy reported that 70 people attended the January 19, 2019 Annual Meeting at Rivers Edge Restaurant in Tumwater. Event came in under budget. During business portion of meeting budget was ratified, and election results announced (ballots were collected by Vantage by mail this year).

 **Events committee director** - open position filled by **Tiffani Buck** – board appointed

**Gardens** – Christina Morse invites members to sign up for one of the 12 boxes at Tot Lot; $35/year. Rob P has offered to rent 4 boxes if unfilled signups.

**Lake/Stormwater -** Al Hatten states in general the lake health is good. He has plans to analyze storm drain inflow. He feels a comprehensive lake management plan needs to be developed, which will require working with the state Department of Ecology. Such a plan would include options to maintain and improve lake health. See New Business regarding Dredging Study funding.

**Outreach** – No report

**Urban Forest** – Christina Morse presented the proposed Urban Forest trail use rules. She noted comments left at UF kiosk included requests for use by bicyclists, trail runners, dog walkers. Board is to review the proposed rules and vote on signage at next board meeting. The proposed rules should go out in newsletter for comments. Next UF committee meeting is March 13 at 6:30pm at Christina Morse’s home.

**Old Business**

1. Update on 2080 property – Cleanup coordinated by realtor progressing. Realtor has worked hard to clean out property, even obtaining permission from previous owner to do so. It is hoped property can be cleaned up enough for market. Significant oil or diesel spill noted near cleanup – Christina Morse asked whether Brian could acquire some absorbent pads to prevent oil from getting to our lake.

**New Business**

1. The ad hoc committees of Digital, Dog Park, and Election Policy were dissolved because they have all completed the work for which they were established. Wendy moved, Mike seconded, and passed unanimously by board. The board thanks those committees for jobs well done.
2. Per transition meeting 2/13/19, the top 4 priorities for board this year are:
3. Covenant reinforcement/Architectural committee
4. Lake/Stormwater
5. Common areas – Ballpark renovation, entrance island renovation, urban forest
6. Security
7. The board wants to have at least one board member liason with each committee. 1) Architecture – Susan Dumph 2) Lake/Stormwater - Dirk Havlak, Mike Gowrylow 3) Urban Forest – Dirk Havlak, Wendy Harris
8. Other board liaisons: Common Areas/Brian F: John Ulmer, Wendy Harris
9. New board liaisons: Covenants (not a committee yet): Randy Lubert, Mike Gowrylow, Susan Dumph
10. Entrance Island Project Flagging – Brian discussed the issue of contracted flaggers being required for Entrance Island project, at the cost of approximately $4800 (if arranged by contractor) or less, which is not covered in contractor (Rodda & Sons) bid allowance. The City of Olympia will not provide flaggers for the project. Since this is a vital project for the community and a board priority for the year, and the project needs to be done by July to avoid damaging tree roots during dry season – the board authorized Brian to work with the contractor to arrange the flagging, and authorized Vantage to pay contractor the down payments – to get the project started. The board recognized the additional funds for flagging may need to come out of reserves. Brian was asked to continue working with contractor to keep costs down and minimize traffic impacts during project.
11. Ballfield Play structure – Brian obtained two bids for new play equipment for Ballfield, looking for equipment appropriate for younger children (2-12) for budgeted amount of $15,000. One proposal used treated timber posts and deck, steel and plastic play components, while the other was constructed of steel, aluminum, and plastic. The second option including installation costs $14,162 while the wood based option was $15,674. Warranty was longer on the wooden structure, but durability and ease of maintaining and cleaning was felt to be easier with the second option. The board unanimously approved the project bid by Cascade Recreation (non-wood based), and suggested colors green and blue to coordinate with tennis court colors. The board appreciates Brian’s hard work on both common area projects.
12. Aspect Consulting contract – The Board approved and has paid $7000 for the “Ken Lake Canal Dredging Scope” project by Aspect Consulting. No field work or site visit was included in the initial scoping proposal, as it was hoped that information provided by Al Hatten would be sufficient. Aspect Consulting determined that a site visit was indeed necessary for them to complete the project/Road Map memo, so the contract was amended to include a site visit with a contractor, for an additional $3500. The board discussed this at length. Lake Committee member Al Hatten reviewed the history of the project. The West Drainage canal (currently only outlet for the lake) and the East Canal are silting in with organic and inorganic debris. Al Hatten solicited 5 consultants to look at feasibility of dredging the canals, and only Aspect Consulting presented a bid, because the project was small. There were concerns about accessibility, disposal of dredgings, remediation costs, permitting with various agencies (City, Corps of Engineers, Fish & Wildlife, Dept of Ecology, etc). Apparently only one dredging contractor is interested in looking at the project. The additional request for funds was a surprise and not budgeted. Wendy Harris was particularly upset because she was not at the board meeting in Sept 2018 when the contract was discussed. Several board members felt the project should probably be completed in order to get a meaningful report, but none were happy about the additional costs. Site visit planned February 21, 2019 by Aspect Consulting & Quigg Brothers, unless additional funds not approved. John Ulmer moved to approve Contract Change by Aspect Consulting for $3500, Mike Gowrylow seconded. For – Ulmer, Havlak, Lubert, Gowrlylow, Panowicz; Against – Harris; Absent – Dumph
13. Board meeting schedule for 2019: 3rd Tuesday at 6pm at Jefferson MS Library, except in July (no mtg) and August (meet at Christopher Park). Board Meeting dates: 3/19, 4/16, 5/21, 6/18, 8/20 (@CP), 9/17, 10/15, 11/19, 12/17
14. The Board hopes to have quarterly “Town Halls”, separate from Board meetings – i.e. May, Aug, Nov, Jan (annual meeting). These meetings would give community members opportunity to discuss issues/concerns at more length, and could include speaker on relevant/timely topics. Of course, members can still attend monthly board meetings to voice concerns.
15. WSCAI Seminar – February 23, 2019- WSCAI (Wa State Community Assoc Institute) seminar entitled “Evaluating your Governing Documents: Do You Need an Amendment?” To be attended by Board members John Ulmer, Rob Panowicz, & Dirk Havlak - $69 each, but since board education not budget item (yet), attendees agreed to pay their attendance fee

Meeting adjourned at 8:34pm.

Submitted by Dirk Havlak, LCC BOD Secretary