

Minutes

Lake Marcel August Board Meeting

August 20, 2019 7:00 PM

Directors Present: **Dan Gutschmidt, Peter Templin, Josh Arbit, Angie Ward, Rick DeBlock, George Petrov, Laurell Ramirez**

Directors Absent: **None**

LMCC Members Present: Lynn Hoyer, Andrew Varga, Kathy Williams

The meeting was called to order at **7:05 pm**.

The meeting was called to order at 7:05 pm by President Dan Gutschmidt. Meeting in closed session was deferred to hear from a member with questions/comments—See Section 8) Member Comments

1) Assembly in Closed Session

UPON THE AFFIRMATIVE VOTE IN OPEN MEETING TO ASSEMBLE IN CLOSED SESSION, THE BOARD OF DIRECTORS MAY CONVENE IN CLOSED EXECUTIVE SESSION TO CONSIDER PERSONNEL MATTERS; CONSULT WITH LEGAL COUNSEL OR CONSIDER COMMUNICATIONS WITH LEGAL COUNSEL; AND DISCUSS LIKELY OR PENDING LITIGATION, MATTERS INVOLVING POSSIBLE VIOLATIONS OF THE GOVERNING DOCUMENTS OF THE ASSOCIATION, AND MATTERS INVOLVING THE POSSIBLE LIABILITY OF AN OWNER TO THE ASSOCIATION. THE MOTION SHALL STATE SPECIFICALLY THE PURPOSE FOR THE CLOSED SESSION. REFERENCE TO THE MOTION AND THE STATED PURPOSE FOR THE CLOSED SESSION SHALL BE INCLUDED IN THE MINUTES. (REFERENCE RCW 64.38.035 (4))

- i. Proposed: Closed session to discuss the office manager position.
- ii. Other: “Drivethru” report.

Peter moved that we enter closed session for the purpose of reviewing the Drivethru report. George seconded the motion and it passed. The board entered closed session with member Lynn Hoyer present as she is a member of the committee that worked on the report.

Laurell Ramirez moved to close the Closed Session and Rick DeBlock seconded the motion, voted; Passed. The meeting returned to open session. (9:46 pm)

2) Approve July 16, 2019 Board Meeting Minutes

Rick DeBlock moved to approve the minutes as distributed. Peter Templin seconded the motion. Voted and unanimously passed.

3) Action Item Review

- i. 553 – Stop Work Order for lot 4-056 due to trespassing, digging and damaging septic system on adjacent property. New county notice posted. Does the board want to communicate/question the county during the comment period?
- ii. 558 – Research text alert notifications. **George Petrov reported on preliminary research, will look into further.**
- iii. 567 – Improvement of beach 2 structures, plans for \$15,000, \$30,000 and \$45,000. Rick DeBlock and Kevin Sehner. **See Committee reports.**
- iv. 569 – Emergency call box for beach 1. (George Petrov)
- v. 570 – Have JSA conduct reserve study. Peter Templin. Study done, Peter to summarize.
- vi. 571 - Schedule removal of hangers on the Douglas Fir on community-owned lot 1-135. Need to verify what has been done and if more needs to be done.

- vii. 572 – Assess risk and health of all trees on community-owned lots. Same as above.
- viii. 573 – CD investment of Reserve money. Peter Templin, Laurell Ramirez, George.
- ix. 576 - Combine lots 1-96, 1-97 & 1-98 into tract C. Contact attorney. Need some info from Attorney. Doug to be asked if he will continue to work on this. **Rick DeBlock reported that Doug will not continue to work on this action item or 577.**
- x. 577 - Appeal previous 4-5 years of property taxes for lots 1-96, 1-97 & 1-98 because of assessor's error. Doug reported (6/11) that he was to have received information from county--but has not. Recommend not working with King County's Bldg dept. But to work with the Assessor's Office. If they can be assured that the lots are restricted from being built on in the future or if we could combine them with Tract B. That is what we are still trying to find out how to move forward. Doug to be asked if he will continue to work on this. **Rick DeBlock reported that Doug will not continue to work on this action item or 576.**
- xi. 578 - Price twist timer for light switches for bathrooms and self-locking knobs with keypad. Twist timer light switches complete, discuss locks.
- xii. 579 – Look into directly powering to the new security cameras or having a couple extra batteries to switch out with. Also, look into adding an SD card for storage during internet outages. Josh Arbit. Quotes for electrical work? Band width improvements? **Josh reported visiting with Derek of *Alive Electric* Quote (\$700.00) for installing electrical and boxes for cameras. He did have phone conversations with other electricians with initial quotes quite a bit higher (up to twice as much). The desire for this reduces the need for a person to regularly monitor and recharge the batteries. Peter Templin suggested a (maybe temporary) solution would be to have our maintenance man take over monitoring the battery levels and recharging as necessary. It was decided to discuss electrical improvements as a budget item for next year and continue to use the rechargeable batteries and recharge as necessary.**

4) Discussion Items

REVIEW ANNOUNCEMENTS, ITEMS NOT REQUIRING A FORMAL MOTION OR NOT QUITE READY FOR FORMAL MOTION.

- i. Committees, Committee Chairs, Volunteers
 - (ii) At the July 16 meeting Rick DeBlock presented a motion that did not pass regarding the creation of a temporary Sub-committee to evaluation the work load for volunteers, the current chair vacancies etc. It did not move forward, but it was generally agreed more discussion regarding this topic to be necessary.

Rick DeBlock provided the board with some notes on how Board Efficiency might be improved/mitigated. And also on how to combat the issues we face when we have trouble finding volunteers.

- ii. Park reservation approval process.

Laurell mentioned that the Park Reservation policy that was approved in the July meeting was sent out and received some feedback regarding consistency and grammatical changes. A revision will be sent out for additional review.

This discussion prompted Rick DeBlock to bring up the motion that he attempted to make before; that we set guidelines such that it would not require a board vote to approve or disapprove a park reservation request, instead have the Office Manager or the LMCC Coordinator handle requests and approvals. Further discussion will occur once an Office Manager is in place.

Angie Ward brought up a question that presented itself through a recent event at one of the parks: Do house-sitters have rights to the use of the LMCC amenities? Tabled for further discussion.

5) Treasurer's Report

George Petrov reported that it is important to note that our budget as defined, actually exceeds the amount of income we can reasonably expect to receive; not including, back dues, interest, late fees etc. Also, the main reason we are currently under budget for the year is because we are currently without our Office Manager and so payroll is under budget. These are items to keep in mind as we near budget discussions for 2020.

Peter Templin pointed out a reported expense for diving (in the lake) that should have been a capital expense. George will report that to the accounting firm and hav,. it corrected.

Additionally, George wanted to remind the board of the approval process for expenses to be incurred especially if it represents an expenditure that represents an amount that will exceed the budget. George further presented a balance sheet that showed a comparison with previous quarters and the same time last year.

Peter Templin noticed that the money approved to be transferred to the Reserve Fund last year doesn't look like it's been transferred. George will look in to this further with the accounting firm also.

Angie then asked if a new "Action Item" would be for committees to bring budget suggestions to the next Board Meeting.

Rick DeBlock raised the point that when working on numbers for the 2020 budget we might need to work in labor costs for items that we might have trouble getting volunteers for.

6) Committee Reports

COMMITTEE HEADS HAVE PROVIDED WRITTEN REPORTS FOR THEIR COMMITTEES. THE PRESIDENT SHOULD ASK IF THERE IS ANY DISCUSSION FOR REPORTS FROM THE BOARD.

- i. Architectural Control –
 - a. Chair vacancy.
 - b. Recent submission -**Discussed recent submission, some questions raised, and the two additional committee members still need to see the submission. Seeking rendering and possible comps, concerns regarding compatibility and easements.**
 - c. Governing Documents Subcommittee—discuss conflicts- POSTPONED, possible special
- ii. Facilities, Dam & Grounds Maintenance –
 - a. Chair vacancy.
 - b. Playground Maintenance Subcommittee.
 - I. Proposed contract for consultant – **Rick DeBlock has found a consultant who can also act as an inspector. Rick motioned to approve funds to enter into a contract with Thom Thompson with said contract capped at 20 hours of work for \$3000.00. Half would be due now and payable from the Capital fund for the improvement/design of playground areas. Motion was seconded by Peter Templin. Peter reminded the board that there are designated fund in the Reserve Account for Playground improvement/replacement. Voted, passed.**
- iii. Water Quality, Fisheries and Aquatic Weed Control – Peter Templin
 - a. Weed complaint -- **Peter will send information and suggestions for review and comment via e-mail.**
 - b. Weed survey/milfoil treatment
- iv. Community Relations, Safety & Security – Josh Arbit
 - a. Emergency Response Plan **Josh Arbit put together a proposed budget for the ERP, further discussion tabled for budget talks for next year.**
 - b. Arlo Security Camera power-- **See above regarding quotes for electrical work.**
 - c. Results of annual drive though for violators—**This was reviewed and discussed in Closed Session. Decisions were made in all cases. FYI letters will be sent out by the committee. See "New Motions" section, also.**
 - d. Security company contract
 - e. Free items put out with or without signs
- v. Community Events –

- a. Chair vacancy.

7) New Motions

Angie Ward made a motion to approve the committee recommendations regarding the results of the “Drivethru” report with exceptions as noted via vote by the entire board during Closed Session. Motion seconded by Rick DeBlock. Voted and approved.

Further discussion regarding changing September’s meeting to the 17th. Next meeting is set for September 17.

There has been a request for a special meeting to discuss the conflicts (an ongoing item since early in the year). Rick requests that all comments regarding the conflicts be forwarded to him to help finish this task.

8) Member Comments

- i. THIS IS A PLACE HOLDER FOR MEMBER COMMENTS. WE WELCOME YOUR COMMENTS. NO MINUTES FOR THESE ITEMS WILL BE RECORDED. LMCC MEMBERS WHO WISH TO HAVE THEIR COMMENTS ON FILE WITH THE OFFICE, ARE INVITED TO SUBMIT A WRITTEN COPY OF THEIR COMMENTS TO BE KEPT ON FILE AT THE OFFICE.

THE FOLLOWING INFORMATION DETAILS A COMMENT/REQUEST BY A COMMUNITY MEMBER. NORMALLY MINUTES ARE NOT KEPT FOR MEMBER COMMENTS. DUE TO THE NATURE OF THE COMMENT/REQUEST BY THE MEMBER AND AT THE REQUEST OF A BOARD MEMBER THIS INFORMATION HAS BEEN ADDED.

At the beginning of the meeting: A Member, informed the board that she has tried repeatedly to contact the property owner across the street from her (lot 2-157). Said property is vacant and the member stated that the owner has not responded to her (mailed) pleas for the owner to properly maintain the property. She stated that over the years several trees have fallen, resulting in damage to her and other’s real and personal property. She reported that the subsequent clean up and maintenance have fallen on her and her husband. Member further claims that there are additional dead and/or dangerous trees that need to be dealt with. Member requested that the board send notification to the owner of lot 2-157, that their property is in need of maintenance before more damage or personal injury occurs.

Laurell Ramirez made a motion to adjourn. Seconded by Angie Ward. Discussion resulted in Peter Templin tendering his resignation, but still committed to continuing with tasks he has been working on. This agenda had his Reserve Study summary, the committee has investment proposal for reserve funds and he will continue to do tasks related to aquatics and maintenance. Vote to adjourn taken and passed.

The meeting was adjourned at 11:21 pm.