

Minutes August 2024 Approved

LCC Board of Directors Monthly Meeting Minutes DRAFT

Date: August 26, 2024

Time **6:00 p.m. – 8:00 p.m. via Zoom**

Location: Main Rec

General Business/Opening

- **Call to Order:** 6:03
- **Virtual/Live Meeting Rules** – Read by Ann
- **Roll Call**
 - Board Members: Alicia Roberts Frank, Dani Clark, John Ulmer, Ann Larsen, Leslie Turner, Wendy Harris
 - Community Members: Becki Lee, Clint Bandy, Marian Bailey, Karen Rogers, Barb Walker Tindall, Mike Gowrylow, Caleb Spring, Michele Rothman, Hal Stockbridge, Louise Becker, Susan Linduist, Sheila McCartan
 - Other: Ana Lev., Nicole, Ralph
- **Approval of Minutes** from July 29, 2024
- **Additions or deletions to agenda**
- **Community Comments**
 - Easement – quick & safe access for bikes & benefit for walkers; access would enhance the community & the value of our homes
 - In favor of purchasing the easement, not the lot
 - In favor of allowing access somehow - boon for dog walkers
 - In favor of the easement; appreciation for work of the board

- Concerns about the easement - location, costs, parking, increased traffic; there already is an established trail on the property
- In favor of the easement, while working out the details
- Broken fishing lines have been found in weeds along the shores of private property (where they can be stepped on); Please make sure to disentangle lines and remove them rather than leave them.
- **Board Member Announcements**
 - Updates on previous decisions
 - [Spreadsheet items](#)
 - Other

Board Priorities

| Priority | Topic | Category <i>(Information, Discussion, Decision)</i> <i>Information items should be kept to 3 minutes</i> |
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| Community Assets | Common Areas Manager Report <ul style="list-style-type: none"> • Locks for gates • Gravel for parking areas • Update on signage | Information & Discussion <ul style="list-style-type: none"> • Fixed - Please stop propping gates open – it is a hazard for small children. • The city owes us pea gravel from the road installation; Caleb has contacted them twice, but no response; he will ask Dirk to follow up for adding to Main Rec boat launch area • Main Rec & Tot Lot signs up; trying to install all of them by last day; post at Tot Lot will be |

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| | <ul style="list-style-type: none"> • Maintenance/condition of boats • Boat waitlist • Natural deterrents to encampments & fence climbing • Other | <p>used for reinstalling the Little Library that is currently in the Main Rec shed.</p> <ul style="list-style-type: none"> • All are clean & taken care of • All spots are labeled & assigned; waitlist members have been contacted; need number stickers and rules • Blackberries have been cut by a well-meaning resident; adding the sign to the fence may help deter climbing • Trash left after parties has become an issue (we have been charged by the city for overage). <p>Please make sure to clean up after yourself when using our common areas, especially when hosting a party!</p> |
| | <p>Lake Report</p> | <p><i>Information</i></p> <ul style="list-style-type: none"> • No report |
| | <p>Stormwater Report</p> | <p><i>Information & Discussion</i></p> <ul style="list-style-type: none"> • Town Hall date set for 10/28 at 6:00 • Herrera is conducting their study & will propose solutions & names of contractors |

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| | | <ul style="list-style-type: none"> • Leslie will research costs – will likely be added to 2026 budget • We can start setting aside funds now from maturing CEDARs |
| | Goose Committee Report | Information: Lots of geese have been chased away by the committee, though geese have been coming at night, during quiet hours. Please shoo away if you see them on private or common property. |
| | Urban Forest Report | Information <ul style="list-style-type: none"> • Homeless update – none • Trail Monitors – moving to security section • Other: about 20 trees have been cut because they have died • About 28 more need to come out professionally to avoid impact on the trail – no homes are in danger – Marian is researching cost |
| | Long-Range Parks Planning | Discussion & Decision <ul style="list-style-type: none"> • Establish Committee - not discussed |
| | Old Business <ul style="list-style-type: none"> • 2151 Plot | Information, Discussion and decision |

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| | <ul style="list-style-type: none">• Memorial bench <p>New Business</p> <ul style="list-style-type: none">• Port-a-potty at Sports Park <ul style="list-style-type: none">• Common Areas Manager | <ul style="list-style-type: none">• Summary sent out by VIS; Vote will be held during September meeting; Easement cost – no way to determine fair market value; John will meet with Becker family to discuss concerns; we would like to hear from as many community members as possible. Please send input to Michele by 9/23 to be shared with the board.• Still in process of determining location; Motion to strike old decision on bench; seconded and passed• Would be a good investment; would cost approximately \$3K/year, concern of vandalization; we could make it a line item in next year’s budget – we can add this to the budget discussion next month <p>Mike Frank & Randy Lubert have put their names in, Alicia recused herself from the decision. Concern for Alicia as liaison (as “boss” rather than communication); concern of paying family members. Appearance of conflict of interest. Conflict of interest</p> |
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| | <ul style="list-style-type: none"> Trash & Readerboard (Neighborhood Contractor) | <p>could be added to contract. Wendy volunteers to be liaison.</p> <p>Motion to hire Mike Frank & Randy Lubert as CAM with Wendy as liaison; seconded. Passed</p> <p>We will ask the kids to state their case to the Planning Session at Alicia's or Leslie's, depending on weather (or they can send a video or written statement)</p> |
| <p>Stewardship</p> | <p>Treasurer Report</p> | <p>Explanation of what budgets are – operating & reserve; reserve - replacement not maintenance included reserve, no longer have a life, budget reserve 300K, money must be used within 2 years; reserve company to review lifetime expectancy of assets and recommend how much we put in; this year can reduce amount put into reserve - can add more to the operating budget; ok on assessments - will not need to increase more than likely; continue to contribute, but less; we have full funding and a little budget; reserve does not include capital expenditures that needs to come out of operating budget; need to set up separate budget for stormwater - will come from operating budget; have CDs, three to mature Sept 5th, need to vote tonight; option to reinvest into another CD 5.05%; Leslie</p> |

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| | | <p>recommends reinvesting them at the 5.05 for 7 months.</p> <p>\$75K from reserve - investing it in another CD</p> <p>Moves a reinvestment of the\$75K in 3 CDs upon maturity on 9/5. Seconded; Passes</p> <p>Rough draft of 2025 budget has been submitted to the board for initial review.</p> <p>For new CAM - main sign at entry and one on right have been refurbished; one on left needs to be done</p> |
| | <p>ACC Report</p> | <p>Dock 1537 Colonial Ct</p> <p>Tree cutting 2004 Cambridge</p> <p>Fence review 1612 Camden Park</p> <p>Fence 2050 Lakemoor</p> |
| | <p>(ad hoc) Contracts Committee Report</p> <ul style="list-style-type: none"> • Competition date | <p><i>Information/Discussion</i></p> <p>CAM contract is ready to go for the new CAMs on a 3 month basis; concern that we should not have contracted employees but just use volunteers; question about insurance;</p> <p>Motion – to use current CAM contract on a 3 month basis. Seconded & Passed</p> <p>Motion – committee creates a preliminary report by the September board meeting (9/23) and completes</p> |

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| | | its work by the October board meeting (10/28); Seconded: Passed |
| | Compliance: Proposed Rule Change Report | <p>Committee reviewed existing rules & regulations, 12 residents submitted comments and adjusted rules based on comments; if board approves changes, they get distributed by Aug 30 to go into effect 10/1.</p> <p>Changes:</p> <p>General yard & home maintenance: Residential properties must be properly maintained & in good repair.</p> <p>Property visible from the street should be neatly maintained with grass mowed...</p> <p>Introduction of toxic materials into drains feeding into Ken Lake is prohibited. Baking soda is non-toxic and effective.</p> <p>Per Olympia City Ordinance, non-operational vehicles must be removed after 30 days.</p> <p>Common area rules – dog language changed to – No dogs allowed on common areas except for dog park and Urban Forest (leashed) except for board-sponsored events.</p> <p>Motion to accept; Seconded; Passed</p> |
| | New Business | None |
| | Events Committee Report | No report |

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| Community Engagement | Garden Report | No report |
| | New Business <ul style="list-style-type: none"> • Volunteer Recognition • Directory • Community Communication Procedures <ul style="list-style-type: none"> ○ <i>Fliers</i> ○ <i>Responding to emails</i> ○ <i>Readerboard announcements</i> ○ <i>Newsletter</i> • Common areas/event volunteers | <i>Discussion & Decision</i> <p>Not discussed</p> <p>Not discussed</p> <p>Board will review communications at the planning session; time sensitive issues can be handled case-by case</p> <p>Fliers – sent through committee chairs</p> <p>Newsletter – hard copy quarterly</p> <p>Readerboard - recommends paying</p> <p>Schedule of events can be put on website</p> <p>Emails – not more than once a week</p> <p>Alicia will create a survey to be distributed at the annual meeting</p> |
| Safety | Security Report | <p>July 6 there was a large crowd at Main Rec without bracelets that were asked to leave.</p> <p>Ralph is able to help with Urban Forest safety concerns – he is trained to handle escalated situations and has pepper spray to protect himself. Marian will get him a map of the property line so he patrols appropriately. He is also willing to help with parties by photographing the</p> |

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| | | trash before parties to encourage “take in/take out”. |
| | <p>New Business</p> <ul style="list-style-type: none"> • Neighborhood traffic safety <ul style="list-style-type: none"> ○ Speed limit reduction ○ Speed limit signs ○ Front entrance traffic light • Lake park security • Trail monitoring | <p>Problem of speeding – signs might not make a difference, but flashing “here’s how fast you’re going” signs might; Ann will research costs & feasibility for an update next month</p> <p><i>Ongoing discussion – move to start of September Meeting</i></p> |

- **Additional Community Comments** – None
- **Executive Session 8:17**
 - Learned that Ana will be going on maternity leave
- **Adjournment** – 8:24

For next agenda:

- Trash not being removed from parties – possibility of adding a security deposit

Upcoming Meetings (all at 6:00 pm)

- September 23 – [Zoom](#): To Do: Soliciting applications for board nominations & Share budget visually or on paper (draft)
 - Planning session Sep 10 ([zoom option](#))

- October 28 – [Zoom](#): Board votes on Budget Draft for 2025 (then VIS mails out along with board packet)
 - Planning session Oct 22 ([zoom option](#))
- November 19 – [Zoom](#)
 - Planning session 11/12 ([zoom option](#))

Annual Meeting November 15, location TBD, with [zoom option](#)

Committee Reports

Goose Management Committee Report

August 26, 2024

We have seen quite a number of geese on the Lake during August. Several large groups, between 18 and 24 individuals, have dropped in on different days. The goose patrol has been able to get the geese to move out of the area through use of screamers, paddle boats, and deployment of the electric boat. We are also having an unknown number of geese spending the night on the Lake. They arrive after dark and leave about 7am. The goose patrol doesn't actively pursue deterrents between about 8pm and 8am, so we are not able to do anything about these nighttime visitors. When geese are around, community members are encouraged to chase them off their property and the community parks.

There are no other issues regarding the committee at this time.

Submitted by,

Sheila McCartan

Goose Management Committee Chair

Dock, 1537 Colonial Court, Kershner

Tree-cutting notification, 2004 Cambridge, Lambrecht

Fence, 1612 Camden Park Dr, Bandy/Webber

Fence, 2050 Lakemoor, Johnson

Monthly Report

August 2024

Information & Discussion

- Locks for gates -
 - Michele was working with Joel, so she can provide an update
- Gravel for parking areas -
 - What parking areas need gravel?
- Update on signage
 - all signs have been drilled for mounting,
 - Main Rec and Tot lot have their new signs up.
 - Need to put up signs for Sports Park and Westside this week.
 - Then I need to remove the old signs that are hanging up in the trees at some of the parks.
- Maintenance/condition of boats - boats are looking great, thank you to all the boat owners who have cleaned up their boats
- Boat waitlist
 - All boats are assigned a spot, now need to coordinate registration for each of the new boats being stored.
- Natural deterrents to encampments & fence climbing
 - Unfortunately the blackberries were trimmed at the Main Rec because I don't think anyone was mentioned to the community about this.

- I don't know anything about the using some for the encampments

Tasks completed this month:

- Administrative work
 - Contact vendors
 - Chatted with Tim's Irrigation about park water
 - Prepare reports
 - Boat storage
 - Boats are all assigned a spot, just need to schedule a time to get everyone their boat registration number.
- Maintenance
 - Walk the parks to check for maintenance needs
 - Found widow makers in UF, notified a volunteer about them.

Current projects:

- Park Signs
 - All signs have been drilled for mounting
 - Main Rec (both gates) and Tot Lot have new signs.
 - Remove old signs from all parks.
- Dog Park
 - Need to order new sign
 - Possible remove dead, bushes from wooded area
- Boat Storage
 - New racks are ready to go. Have finished assigning slots to waiting list boats, just need to coordinate getting registered numbers to boat owners.
- Refinish Main Rec benches and tables
 - Stain is in the shed
 - Need volunteers to sand and paint/stain
- Little Library at Sports Park

- Door was fixed, thank you whomever fixed it.
- Repair and paint shed at Main Rec
 - A section of siding needs replace/repaired
 - The entire building needs painted
 - Paint is in the shed
- Repair large rack at Main Rec
 - Wood braces have failed
 - Will replace with aluminum or steal
- Step(s) for the water fountain at the Sports Park.
 - Kiddos can't reach the water fountain at the Sports Park and some residents have requested a step be made.
- Diving Board float.
 - One of the anchor chains has rusted through so the dock moves a lot.
 - Need to collect the old rusty chain from the bottom of the lake
 - Need to get a new chain and attach it to the dock and the anchor.
 - I don't do underwater things so a volunteer or board member needs to take this action item.
- Sinking Docks
 - The docks at the Main Rec and Westside are sitting too low in the water.
 - We have a 30 year warranty on the docks, however I have been unable to get the company to call me back and their office has been closed when I have tried to stop by.
 - Evan took over this action item.

Park summaries:

Main Rec

Condition: Over all in good shape

Maintenance needs:

- Need to repair and paint the shed.
- Sand and stain the tables/benches
- Dock
 - Evan was going to try to get a hold of the vendor to talk about the 30 year warranty

Westside Park

Condition: Overall in good shape

Maintenance needs:

- Moles need to be addressed
- Closure spring for Westside gate
 - I fixed the closure system but it was vandalized within 2 days.
 - Bolts were bent and sheared off.
 - Looking into the new spring closure system.
 - Have a new type of spring just need to install it.
- Dock
 - Evan was going to try to get a hold of the vendor to talk about the 30 year warranty

Sports Park

Condition: Overall in good shape

Maintenance needs:

- Pressure wash the courts
 - Follow up with the vendor, they came out once and looked at what we needed but never got back to me on a date.

Tote Lot

Condition: Overall in good shape

Dog Park

Condition: Overall in good shape

Maintenance needs:

- Needs to sign
- Possible bush/tree removal in the wooded area
 - I need to inspect the wooded area.
- Permanent/semi-permanent seating
 - It would be nice if
- Is there a Dog Park Committee similar to the Urban Forest Committee

Items for the board:

- Any update on the dock repair (Evan was taking lead on this from what I remember),
- Can we have a parks/common area manager section in the news letter?
- Boats are again not being locked between uses.
 - We have locks to lock up the boats but now chains.
 - Will be purchasing chains this week.
- Trash Issues
 - Residents are not cleaning up after their events or even their general usage at the parks.
 - John U filled up 3-4 extra large trash bags of trash at the Main Rec. (Thank you John!!!)
 - Residents are putting trash in the green waste dumpster(s)
 - 5 pizza boxes were put in the green waste dumpster at the Main Rec.
 - There is more trash than green waste in the dumpster at the Westside Park.
 - Trash can(s) are filled to the brim after events so there is no place for trash until after the next pickup.
 - Should reserved events be carry-in carry-out?
- Community members have been doing things for the community common areas but not reporting what is being done to me or a board member. The community, board and I appreciate all volunteer work. However, for record keeping and to

reduce duplication of work I need to be informed of what residents are doing. For example I went to take down the No Fireworks signs but someone had removed the one at the Entrance Island. I am very grateful for the help but I don't know where the sign ended up and I wasted a little bit of time going to remove it and then trying to find it. Also I have heard through the grapevine that a new bench is being installed at the Main Rec. It would have been nice if someone emailed me the details of the project.

- I get conflicting priorities from different board members. It would be great if board communication could go through my liaison.