



SCOTT LAKE MAINTENANCE COMPANY

BOARD OF TRUSTEES

August 17, 2023

6pm – 8pm

Zoom and in Community Center

Call to Order at 6:02 pm

ROLL CALL – BOARD OF TRUSTEES PRESENT

☐ Eric Riffe ☐ Dane Johnston ☐ Judy Zygar ☐ Ben Snyder ☐ Tom Culleton ☐ Theresa Parsons
☐ Mike Pierce ☐ Marci Simmons

Adoption of Agenda:

MOTION: It was moved by Theresa Parsons and seconded by Marci Simmons to amend the agenda to include Jim Hawke's resignation from the Board of Trustees. Motion passed unanimously.

MOTION: It was moved by Theresa Parsons and seconded by Marci Simmons to adopt the agenda as amended. Motion passed unanimously.

Minutes Approval:

- **July 10, 2023**

MOTION: It was moved by Mike Pierce and seconded by Theresa Parsons to amend the minutes as emailed by Theresa Parsons and to add "shooting of bottle rockets to the play structure" to Marci's comment. Motion passed unanimously.

- **July 20, 2023**

MOTION: It was moved by Theresa Parsons and seconded by Mike Pierce to accept the Minutes. Motion passed Unanimously.

- **August 1, 2023**

- Reviewing the properties owned by the SLMC. Suggest listing the assets not just the Parcel numbers. Dane will pull up full title of everything that is owned by SLMC.

MOTION: It was moved by Theresa Parsons to amendment to remove the priorities and instead list the properties. Then clarify how the Board can use this to help prioritize the property of work on the community assets. Motion failed due to no second.

MOTION: It was moved by Theresa Parsons and seconded by Marci Simmons to table the Minutes of August 1st until the October Board meeting so that we can clarify SLCM properties and assets. Motion passed unanimously.

SLMC Member Comments and Board Responses – 30 minutes
3 minutes per member to speak.

- **Dennis Cains** - ERCU would like to do a hydro boat race on Scott Lake, which would emulate the races like Seafair. The lake would be closed to everyone until the race are done. Dennis will work with the homeowners on the other side of the lake as well as any residents that have shoreline properties to get permission slips signed by them stating it's okay to close the lake. They have three divisions, modern, classic, and vintage. They run three races per 10 scale and 7 scale. The lake would need to be closed off from all boats on the lake beginning at 7 am. The ERCU will pay SLMC \$200 for the use of the lake for the day so long as they have access to the restrooms. Roughly between 25 to 40 people would be in attendance. Would like to try to schedule the races for early April 2024 and have a test and tune day for the audio on October 14th. Eric will double check with the SLMC insurance and attorney just to ensure we are covered. The question was asked if they needed to get permission from the State or DNR? This will be an all-day event, rain, or shine. Not expecting a large crowd.
- **Janis Snyder** – Wants to know why we only get 700 cubic feet of water and why we can't get it bumped up to 1000 cubic feet per month. Eric said that our system is weak and the more volume that is pumped through stirs up sediment and could cause line breakage. Theresa mentioned that the Department of Ecology requires us to use the water reasonably and that the Department of Health is tightening down and putting stringent requirements and limiting water usage. The Water Committee will address this and put together some bulleted item on why we can't bump up the water usage.
- **Robert Duval** – Has been going to the lake quite a bit and noticed a bunch of teens smoking and drinking in the park and found a ripped aluminum can in the water. Also, after confronting the teens, he mentioned that his van was keyed by the teens at the park. Robert has offered to donate time to be a park ambassador monitoring the park.
- **Doug Ogden** – When the subject of the water came up, Doug said he was at a friend's house and he mentioned that his water bill is anywhere between \$300-\$500 a month, for just water. He did not ask how many cubic feet but will check with them.

Old Business

- **Policy & Procedures – What's Needed – Working Session?**
 - A working session will be scheduled under new business.
- **Community Center Doors**
 - Having trouble getting the estimates and still working on that.
- **Heritage Bank Accounts**
 - Passed out a printout of the accounts that Judy and Eric opened at Heritage Bank. They deposited 1.2 million into a 3-month CD, with a 5% interest rate. Once the three months are up, Pillar Financial will pull it from Heritage Bank and invest it according to how we want it invested. We now have two businesses in QuickBooks (one for water and one for nonwater) to help us apply for loans. The pass-through account is the old joint checking account. Dane asked for more details on the different accounts.
- **Security - SecurUs**
 - **Per the quote** – 4 visits per day every day for \$850 per month. If approved, then we would set up a consultation to walk the properties. From the alarm side they would suggest a couple

of different residential alarm systems. If the residents sign up for an alarm system with them then we can start, getting discounts for the SLMC patrols. They will drive through the community and walk through the park a couple times a day. They are currently stationed next to Ace Hardware. The question came up is how this would fit in the current budget. Possible suggestion is to do 80/20 about \$10,200 per year

MOTION: It was moved by Dane Johnston and seconded by Marci Simmons to have a consultation with SecurUs and set up a Board meeting later to approve the cost and determine what the percentage is water and what is HOA and what budget it would come from. Motion approved unanimously.

- **Tree Bids**

- Looking to remove one tree next to the tennis courts and the other tree is a cluster of 4 trees from one trunk next to the play structure. The remaining work would be removing the widow makers.
- Where will the money come from?
- Marci will reach out to Howard Johnson and walk through the properties to double check which trees should be removed.

MOTION: It was moved by Marci Simmons and seconded by Tom Culleton to have Marci reach out to Howard Johnson to do a walk through the park and write up his findings by marking the trees that he feels should be removed and present it at the Board in 10 days. Then it will be brought up during a working session for review and budget approval. Motion approved unanimously.

New Business

- **Fishing Dock Gate Lock & Park Cable**

- There are comments about having a lock on the fishing dock gate. What is the reason for the gate. Anyone that comes down can go out there and fish. Suggested to have the same key that is used for the boat launch gate.

MOTION: It was moved by Dane Johnston and seconded by Mike Pierce to have the same lock that is used for the boat launch gate placed on the two cables at the entrance of the boat launch so that residents that have a boat launch key can unlock the cables. Motion approved unanimously.

- **Body Cams & Trail Cams**

- This might be against the law to have a body cam so we will scratch this from the agenda.

- **Traffic Speed Limit**

- Sam Bloom suggested that the community do everything that they can do to reduce the speeding throughout Scott Lake. If that doesn't work, they can work on other options such as speed humps. This entire process could take 6 months or longer. We will put this on the agenda for the working session to see which committee would be responsible for this.

- **Code of Conduct for Directors & Committee Members**

MOTION: It was moved by Dane Johnston and seconded by Tom Culleton to pass the Code of Conduct for the Board of Directors that SLMC's attorney wrote.

- It was mentioned that paragraph 3.5, the reporting structure regarding SLMC staff, was changed from what the attorney wrote. Needs possible wording clarification on who and when someone other than the President can give direction to the staff.

MOTION: It was moved by Mike Pierce and seconded by Marci Simmons to table this until the next working session. Motion approved unanimously.

- **Next Working Session**

- The next working session is scheduled for Thursday, September 7th from 6pm to 8pm. Penny will post an agenda 5 days in advance of the meeting to notify the community.

- **Comcast – Internet at SLMC properties**

MOTION: It was moved by Ben Snyder and seconded by Marci Simmons to move forward with the installation of Comcast internet at the restrooms in the park. Motion approved unanimously.

- **What is Staff's responsibility when dealing with resident conflict?**

- A complaint between neighbors occurred when one was making changes to his driveway. On the advice of a Board member, the resident complaining asked the staff to go over to talk to the other neighbor. Matt should not be sent out to resident-to-resident complaints. If a similar situation happens again, they should be directed to the Board President or the Compliance Committee, so long it applies within the Boards jurisdiction, not the office.

- **Jim Hawke's Resignation**

- Jim Hawke's has resigned from the Board as of August 15th. This position will need to be filled soon. Penny will post the Board of Trustee's questionnaire on Facebook and our Website. If anyone wants to volunteer, they will need to print, fill it out and return the form to the office by September 1st, then the Board of Trustees will have two weeks prior to the next Board Meeting to review.

Committee Reports

- **Architectural and Compliance**

- Nothing big happening right now, but thanks to Penny for completing the spreadsheet and copying the compliance packets to be mailed. The owners that are receiving the packets have been responding positively to the letters.

- **Communications**

- Please have all the committee information you would like to have in the Newsletter to Dane by 9am Saturday, August 19th, so it can be turned in to Penny by Monday, August 21st, to sent off to NW Water for printing.
- We are looking for things on the website that need updating such as the Committee page. Some of the information seemed outdated and people could not find things. Dane will send out the current verbiage regarding the various committees to the committee chairs and their committees to review and approve.

- **Governance**

- Sent the final draft of the Bylaws to Eric to forward them to our attorney. If you want a printed version reach out to Penny and she will print one out for you. We are still working on the CC&Rs that have things that need addressed.

- **Parks and Rec**

- Their meeting has been rescheduled to Friday, August 18th, at 6 pm in the park. They plan to discuss the Policy and Procedures for the park. Marci would like to request a Townhall meeting regarding the park to address the issues regarding the teens in the park. Marci will wait until after the Parks meeting on Friday and get back to the Board with a recommended date.
- Discussion on a spending limit for each committee. It has been clarified that anything over \$500 needs to be brought to the Board with the appropriate information for approval. Penny will send out the Expenditure Form to submit for approval on items to be purchased.

- **Water**

- Booster pumps that were replaced still have some leaking in the valve, but they are working on it to get it resolved.

- **Finance – Pillar Financial – Attachment**

- The Market update is just information about investments.

- Mike suggested to be aware of Labor Day at the park.

- **Meeting adjourned at 9:19 pm**