



SCOTT LAKE MAINTENANCE COMPANY

BOARD OF TRUSTEES

June 19, 2025

6 pm – 8 pm

Zoom and in the Community Center

Called to Order at 6:02 pm

Roll Call – Board of Trustees Present:

- Eric Riffe • Theresa Parsons • Judy Zygar • Tom Culleton • Jim Johnson
- Mike Pierce • Sarah White

Board of Trustees Absent:

- Julie Orcutt (Excused)

Pledge of Allegiance

Adoption of Agenda:

President

MOTION: Jim Johnson moved, and Judy Zygar seconded, to adopt the agenda as amended: to add T-Mobile to the agenda under new business. The motion passed unanimously.

Minutes Approval:

President

MOTION: Jim Johnson moved, and Theresa Parsons seconded, to approve the minutes with the following amendment: to change Jeff Johnson to Jim Johnson on page one under appointment of vacant positions and on page two, change guarantee to enter into. The motion passed unanimously.

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

Chief Nathan Drake, for the West Thurston Regional Fire Authority, informed us that resident firefighters, Reece Calica and Austin Kautz, have moved into Station 1-4 here in Scott Lake. They are trained personnel who respond to emergency calls and support daily station operations, gaining valuable experience in the process.

Mariner has volunteered to fill the open seat on the board. Penny will email him the questionnaire to fill out and return.

Old Business:

- **Update on OrgSupport - Theresa**

During our last Board meeting, we signed the contract with OrgSupport. Judy, Penny, and I have held two productive meetings with them so far, focusing on organizing the billing codes and improving water usage tracking. We will need to schedule a meeting with NWS Water and share information with the community next month.

New Business:

- **PFAS Settlement Payment - Theresa**
We received a settlement of \$36,904.28 for PFAS, which I believe should be set aside to begin the process of hiring an engineer for the water lines.
- **Grant for the New Well and Studies – Theresa**
Currently working with RCAC to submit a reimbursement grant to the Department of Health for a new well due to the PFAS.
- **Business Emails - Eric**
All board members have been assigned a Scott Lake email and confirmed its functionality. Therefore, communication will now be directed solely to these emails instead of personal addresses.
- **Committee Emails – Eric**
A committee email will be established to centralize all communications in one place. When a new member joins or if a board member wants to see what a committee is working on, they can click on the committee email.
- **Permanent Event Signs – Sarah**
The Events Committee would like to use up to \$1,500 of our pre-allocated Events Budget for permanent event signs. SLAMS has offered to build the signs.
- **Triceratops Tech - Theresa**
Answers, Inc., our current IT consultant, has not been as responsive as we had hoped. As we have been pleased with our interactions with OrgSupport regarding our billing, we asked them for a recommendation for their IT consultant. They use Triceratops Technology, which specializes in working with non-profits.

Penny, Judy, and I had a meeting with Triceratops and believe they would be a much better fit for our needs. They would assist us in fixing the public meeting cameras, managing WordPress and Zoom as necessary, troubleshooting the new Microsoft accounts, and laying the groundwork for our system. Meetings can be held in person or virtually, either weekly or every other week.

On top of the IT services, they are also able to help with our website and have some preliminary thoughts on that as well.

I would also like to request approval to terminate our contract with Answers, Inc. (please note that the contract requires a 30-day notice period) and proceed with Triceratops.

MOTION: Theresa Parsons moved, Jim Johnson seconded, to terminate our contract with Answers Inc. and have President Eric Riffe sign the letter. The motion passed unanimously.

MOTION: Theresa Parsons moved, Judy Zygar seconded, to accept the proposal from Triceratops Tech and authorize spending \$1150.00 for five one-hour work sessions. The motion passed unanimously.

- **Cameras in the Park - Eric**

The cameras facing the gazebo and the corner where the new bench was placed need to be replaced with better ones that can zoom in and provide a clearer picture. Quote attached.

MOTION: Eric Riffe moved, and Jim Johnson seconded, to approve South Sound Systems' quote of up to \$2,500.00 for replacing two cameras on the post that face the gazebo and the bench on the corner. The motion passed unanimously.

- **Additional Cameras in the Park – Eric**

I believe we need to install a camera near the boat launch that points toward the outer perimeter of the park. We should have someone come in to set up the pole, and then we can place a solar-powered camera on it. Eric will investigate this.

- **Welcome Packets to New Residents – Penny**

In the past, new residents received welcome packets. Currently, NWS Water sends out some materials, but I believe we should create a more comprehensive welcome packet. I will start working on this and collaborate with Julie, who is the Communication Chair.

- **T-Mobile – Theresa**

T-Mobile's lease is set to expire in a few years, and they would like us to sign a new lease. I reached out to Tower Genius, a company specializing in cell tower lease negotiations, and they believe we are currently underpaid. They would like to arrange a meeting to discuss this matter in more detail. I will schedule a meeting for anyone interested, possibly during the day or around lunchtime, to accommodate more attendees.

- **4th of July?- Eric**

What's going on during the 4th? We haven't heard anything yet this year.

Committee Reports:

- **Events Committee – Sarah**

The 4th of July Family Fun in the Park will take place from 3 PM to 5 PM. There will be free treats and games for everyone to enjoy. Please note that there will be no fireworks from 2 PM to 5:30 PM.

We are currently seeking volunteers for setup and for distributing treats. Please be aware that the family fun run will be canceled if we are unable to secure enough volunteers. Additionally, simple face painting and children's activities will be available.

- **Water Committee – Theresa**

Scheduled the valve replacements with KCL for the week of June 11-19.

- **Finance – Judy**

Next week, I will meet with Penny to transfer funds from the checking, savings, and reserve accounts to the investment account at Pillar Investments.

- **Architectural – Eric**

A new double-wide mobile home will be going in at 2748 Bona Vista Dr SW.

- **Compliance – Jim**

The residence on Trevue, which received a compliance letter, has mowed its lawn. Additionally, they have removed the tarp covering one of the structures, improving the overall appearance of the space.

- **Parks – Jim**

I recently had a conversation with Brian regarding the installation of tetherball poles at the community center. He assured me that he would take care of arranging for the poles to be set up. We discussed potential locations within the center that would provide ample space for play and accessibility for all members..

Adjournment: 7:28 pm