

**Fawn Lake Maintenance Commission
General Meeting Minutes
2023-04-29 9:00 a.m.
Mason Transit-Community Center, Shelton WA**

The Fawn Lake Maintenance Commission (FLMC) general meeting was held on Saturday, April 29, 2023, at 9:00 A.M., at Mason Transit-Community Center, Shelton WA. Mike Ricchio volunteered to emcee the meeting and presided as chair pro tem.

Justine Akehurst moved to accept the minutes from the 2023-04-17 regular board meeting as written. A majority vote dispensed with the reading of the minutes of the last meeting and was approved.

A summary of the main points of the meeting, as well as summarized quotations from the audio recording follows.

Announcements

- A silent auction was held at the general meeting, with the winners announced after the meeting adjourned.

Steve Jacobson, Treasurer

- "We have four positions on the board that are executive positions: president, vice president, secretary and treasurer. So I'm one of the executive members of the board. We have no president, we have no vice president, and soon to not have a secretary. As far as the executive membership goes, what does that mean? Well, somebody's gotta be able to sign contracts and, if we don't have a member to do that, then obviously we cannot enter into contracts to move forward with our business."
- "We lost our office folks around December 1st. So we were without a bookkeeper in December, January, February and March. We have now hired a bookkeeper. She is helping me get up to speed with reports and, I acknowledge Joyce Bryant, who stepped in and paid the bills for the community for three months."
- Steve shared financials up through the end of the year, and the first few months of this year. He summarized the amounts that we have in the accounts at our banks, with an explanation of the money that is labeled as reserve dollars to be used towards assets listed on the 5-year reserve study.
- Regarding assessments: "We have approximately 15 properties that have not paid... approximately \$16,000 or more of assessments that have not come in. Probably a half a dozen of those we would not collect more than likely anyway. so we would be filing liens. They're \$500 a piece. It does not help the community and it doesn't help the homeowner, so, that's not a happy time for anybody."
- "2023 budget highlights. We approved this board \$341,000 for our operating budget. So in assessments now, if you take \$1,075, multiply times 491 properties, that comes up to \$527,000. Now we do have in the operating budget some miscellaneous income, which adds into the amount, which takes our targeted amount, going to reserve funding \$229,000, which is what the reserve study asked us to do to add \$230,000 a year."
- Steve gave a summary of the upcoming asset repair and replacement projects as well as the process we use to determine the priority order in which assets are repaired or replaced. Projects

mentioned include replacing a section of asbestos concrete (AC) pipe at the earthen dam, road repairs, and other maintenance activities.

- “We’re gonna begin our budget process for the operating budget in June. The board will return the first estimates by July 14th for each of their departments. I plan to send this out to the community by August 1st. I’d like feedback on, as you go through the budget, look and see if there are numbers that don’t make sense to you. Questions are always good because they can bring up opportunities.”

Mike Ricchio, Trustee-at-Large

- Mike stressed the need for more FLMC board members and encouraged owners to volunteer.
- “This is a volunteer position. You have to show up, you have to be involved, you have to be engaged. At the same time, if we don’t have enough people to assist with doing the things that we need to do on a business level to run this community at some point it will no longer be the Fawn Lake community. It will be part of Mason County. If you have any desire to serve on this board, please step up. Even if it’s for a brief period of time. The people that have met up here on this board and past board members as well, know what it takes to run a community like Fawn Lake.”
- “There are 500 residences. We have miles of road, we have an aging water system. We have a lot going on, and we have deferred maintenance that we’re trying to address through the reserve process. Even though it may not be the easiest thing you’ve ever done, it’s very satisfying. [By joining the board] I think you have a better sense of what it takes to make sure that our community is safe and it’s a nice place to live. For anybody that’s thinking about board service, please consider it. we really need you.”

Bill Kysor for Parks, Grounds, Roads, Buildings:

- Bill thanked Jerry Dehnert for his help on the Roads Committee.
- “The roads have been in place for almost 60 years and we’re seeing deterioration. We have severely cracked and fractured surfaces. Anybody out walking, you’re gonna see this. And it’s throughout the community. We have a couple places where the roads are literally beginning to disintegrate.”
- Bill presented a set of slides showing the states of deterioration of the roads around Fawn Lake.
- A local paving company quoted \$3 per square foot for asphalt repair, which comes to \$150,000 per half mile of roads.
- “We have about six miles of roads that still need some better coverage. If you do a half a mile, that’s 12 half miles at \$150,000 is 1.8 million in today’s cost just to take care of the roads.”
- “We’d like a few more committee members to join us, to take a look at the community and put together these proposals [for road repair]. It’s hard to get people to help us, but the roads affect everybody. We have to keep in mind, this is our community. We are a small city. We’re paying for what we need to do to keep the community vibrant and in good shape because everybody’s home values are dependent on them. Property values are really dependent on how this community maintains itself.”
- “We’re going to be looking at what to do with our parks here in the coming months.”
- Regarding buildings and permits: “We have five potential new homes that’ll be going in by the summer...from last year to this year, that’s 20 new homes that have been added to the community or upgraded where people are now living here more on a full-time basis.”
- Bill touched upon the lack of insurance coverage for the earthen dam, the causeway, and the water towers while addressing questions from the owners.

Bill Knight, Water Systems:

- Bill summarized that every property at Fawn Lake now has new water meter heads, and explained the improved efficiency of collecting the water meter readings that was facilitated by the new water meter head installation. FLMC can now read all of the water meters within 48 hours by driving around the community and collecting readings by radio frequency.
- Bill introduced our new water technicians, Neil Evans and Troy Anderson.
- The water system will be flushed out with minimal disruption to water service around Fawn Lake.
- Bill summarized the AC pipe replacement project across the earthen dam. FLMC is gathering quotes and recommendations for replacing the 4 inch AC pipe with 6 or 8 inch modern pipe.

Dale Radcliff, Septic systems:

- Dale thanked his committee members for the work they performed on the community drainfield while he was away.
- Dale explained that the LOSS (Large On-Site Septic) system that FLMC maintains needs a yearly permit from the State of Washington to operate. We are current with our permit and have processes in place to keep it up-to-date.
- The Fawn Lake owners have an opportunity to sign up for a septic inspection offered at a bulk rate. An announcement of when that will be made available will come from the office.
- Dale pointed out that the by-laws that are under review and to be voted on by the FLMC board contain changes to the responsibilities of the Septic Systems Committee, which would include monitoring the current septic inspection state of Fawn Lake properties. Dale pointed out that it's the county's responsibility to perform septic inspections every three years, not FLMC's responsibility.
- Dale announced that today would be his last day as a member of the FLMC board, and tendered his resignation effective immediately.

Mat Matincheck, Lake and Dam:

- Mat reported on the fish stocking on April 21st.
- Mat announced the Fish On! Event scheduled for April 30th, and the activities planned by Renee and the FLAG committee.
- Mat would like to bring out a botanist to look at the Fawn Lake ecosystem so that FLMC can gain an understanding of what we would need to do to keep our lake and surrounding ecosystem in a healthy state.
- Mat would like to improve the boat launch area at the "dam end" of the lake, including cordoning off a no swimming area near the spillway, removal of weeds and cattails to improve the boat ramp.

Heather Tremblay, Office, Gate, and Community:

- "We have our new office staff, Renee Olson and Cheyanne Kelly."
- "We have new member service hours. We are now open 8am to 1pm, Monday, Wednesday, Friday and then Tuesdays and Thursdays 3:30pm to 6:30pm."
- "If you're interested in being on the board, we would love for you to come and be on the board. It is a lot of work, but it's very rewarding...it's an opportunity for a short time to serve the community. But if you can't do that, we each have committees...we need folks like you to come in and, and contribute when you can, however you can if you're not available to be on the board."
- "We have a Facebook page. It's Fawn Lake Washington. So go to Facebook, look up a group 'Fawn Lake WA'."
- "We really want to encourage you to get on 'e-service' [the ability to get emails pertaining to Fawn Lake activities]. Not only because you're going to get the monthly newsletter, but there's so many important updates and reminders that go out through the service that we can't get up on the

letterboard. Please consider coming in, getting your email signed up so that you can stay abreast of what's happening in the community."

- "I got so much feedback, from typos and grammar and things like that on our website and in our forms. So those have been corrected. So the website's up to speed. If you see one [a typo], please let me know. We also have the board's email addresses up there so you can actually communicate directly with different board members. And we're moving towards, hopefully soon, actually having our forms available in a digital manner. Either a PDF that you can fill in or a Google form. We'll keep you posted on what's happening there. We're actually moving towards greater digitization in the office, so that means that you'll have access to everything that's taken place on your property."
- Regarding the gate: "We just had some issues with Guardian not really understanding what our system had in place and what needed to happen to make that transition. They negotiated down 6,400 plus dollars. So they took that off of our bill. We didn't have to pay that because the gate was basically non-functional for a lot of last year. They also gave us a two year maintenance contract. They've come out already once, they'll come out again next year to maintain the gate and they're doing that at no cost. So that's about \$1,100."
- Regarding the new gate signs and 'piggybacking': "Do not piggyback and please don't click someone else in. That's a gate violation as well. You can see, it's a private drive for members and guests only. If there's somebody sitting at the gate and they're not pulling in, just let them pull back. Don't put them in because that is tracked. And, we wouldn't want to send you a warning letter or a violation."
- Heather explained that folks need to keep pressing '9' on their phones if they get a call from the gate box, as the system is cloud-based and has a latency that the older gate box system did not have as it was wired.
- "Thank you so much. John Williams and Jerry for fixing our exit spikes."
- Regarding the Safe Community project: "We had the County Sheriff's department out in November. They did a great job giving us a variety of tips. We're going to put it [the tips] in the newsletter again this month. They had some fantastic tips on how to keep your house safe."
- "Neighborhood Watch is now something that's available to us. In the past phone calls were primarily the way that things were communicated with Neighborhood Watch. Now it can be email addresses or text messaging. So it's something that I would really love to see if there are community members interested in participating in that. We just need team leaders, so maybe be a team leader for your community or little section of the lake. And then if somebody sees something suspicious, they email the team leader and the team leader sends it out to the rest of the group."

Jessica Pense, Nominations and Elections:

- "You've heard us talk about open positions on the board. We have four open positions currently. If you are even remotely interested, we want your help. The applications are going to be on Monday, May 1st. I do also have a small committee, so if you want to get involved with that. We are running on fumes. We need help. So please consider joining us up here to get all of these things done that we want to get done."
- "If we need to put out ballots, those are going to go out the week of May 8th. If we do move forward with online voting, this year will be a combination because not everyone has the email e-service. Please consider signing up for e-services so that as we get online voting, we'll receive all that information and it'll be much easier for you."
- Jessica pointed out that the by-laws contain a description of the responsibilities for each committee and each officer position.

Jan Charles, Hearing and Ethics Committee:

- Jan gave a description of what the hearing and ethics committee pertains to: “The main purpose of the committee is to make sure that all members are heard and treated fairly. If a member happens to receive a notice on a bylaw infraction that they believe is unjust, they have the right to request a hearing from the hearing and ethics committee. There's a short form in the office that has to be filled out. The hearing is then scheduled to be attended by all concerned parties. After both sides have been heard, the hearing and ethics committee takes a secret ballot and the decision is made. We only have three choices to find a stand. The fine is voided, the fine is reduced, or the fine stands. The outcome is determined by the majority of the votes cast. They're notified by a letter that follows to what the decision was.”
- Jan asked the attending members for nominations for the four open positions on the committee. The members in attendance gave Jan four nominations for the committee.

At this point in the meeting, Mike Ricchio pointed out that “...we've got about 10% of our community here at the annual meeting. not enough for a quorum. This is symptomatic of the struggles that we've been having. I don't really know how to solve that particular issue. Justine, do you have any thoughts on that?”

Justine Akehurst shared her thoughts on how FLMC may achieve more community participation:

- “Earlier this year, I did a comparison between Google Meet and Zoom. Part of that was going onto the Facebook page [Fawn Lake WA Facebook Group] and asking people, which would you prefer? Google Meet or Zoom. People were saying Zoom because the pandemic taught us all Zoom essentially.”
- “We could set up Bryant Hall or another appropriate building with a room set up where people could come in if they don't have their own computers or their own devices, participate in a meeting with a big screen and everyone could be seen and heard and participate – that is required to have that participation element for having a quorum of our community members.”
- “It's important to have a representation of our community...I would rather have the voice of the community make decisions rather than a small number of people on the board. So I want to encourage people to come together and help solve the problem of achieving a quorum.”
- “I know coming down here is inconvenient and people would rather stay in their house or rather just walk down the street to participate in the meeting. I would like to see that happen. It would be more preferable for me if I were just at my house.”

Jessica Pense had a few more points to make regarding nominations:

- “Monday, by the end of day, any applications for the board, any nominations for folks for the hearing ethics committee need to be into the office. We'll figure out how many nominations the board has, and if there are more than four, we will need to send ballots out. Otherwise we'll let people know in the next newsletter, or a separate email.”
- “We do have vacancies that we would like filled. We need community involvement. We need representation on the board. And so if people are interested, we're going to continue allowing those to come in. and we will, we will abide by the bylaws in terms of voting and things.”

Justine implored the members present to be nice to folks at the gate, especially those that may not have a fob to open the gate.

A community member, Ray Nicola, addressed the members regarding community involvement with ideas:

- “Yesterday on the Facebook page, my wife and I were talking about how we all want to be more involved. We want to know more, we want clarity, we want transparency.”
- “I created a poll on the Facebook page of truly just a brainstorm of random crap that we basically said, this might be fun to have in the community eventually, maybe. Who knows? And it really was just to try to get some people to go ‘well, yeah, that would be awesome, if we can afford it, that would be awesome in five years, when are you gonna afford it? And so forth.”
- “It got a lot of comments of ‘why are we talking about that since we have to work on the AC pipes?’ This page and this poll was intended to be ‘Hey, let’s talk about things that would make our community more enjoyable, our grandkids would like, and our friends would like.”
- “Whether it’s budgeted or not, it’s something to let these people know that we think it would be great or interesting to have. So maybe it needs to get put onto a budget and planned for five years from now, there’s been a lot of talk about the bridge and raising the bridge. Some people think it’s a ridiculous idea. Some people think it’s an awesome idea. If we have a poll and find out that only 5% want it raised, we should kill it, right? So let’s have more conversations to find out what we as a community think is important.”
- “Let’s have community conversation and some polls, and hopefully with some of the digital stuff that we’re planning on doing, we’ll be able to send out Google forms or do more on the Facebook page, just asking the questions. ‘Do you like this idea?’ And if a majority of people like the idea, then it should be researched, maybe not implemented, but researched.”
- “Once we find out that it’s cheap and people would like it, then let’s do it. If it costs a hundred thousand dollars and not a ton of people like it, then it should die. So that’s what that poll was on the Facebook page. I encourage people to ask questions.”
- “We normally have committee chair people, but there haven’t been committees supporting that committee chair. It would be very beneficial to have everyone in these chairs have communities.”
- “Lake Limerick is probably the closest, biggest community that is similar to us. We should be piggybacking on everything they do. What are you guys doing? How are you spending money? How are you maintaining a good quality ecosystem? All the chairs should do that and we need to try to support that as being committee members.”

Renee Olson gave further details about the Fish On event:

- “All the proceeds from [the silent auction] go to help pay for the fish at the event tomorrow.”
- Tomorrow: “We have a free hot dog lunch at noon. We’ve got prizes for drawings for that. There is a breakfast for \$5 per person. It starts at 7:00am. Registration for fishing starts at 6:30am. It’s free for everybody.”
- “Adults [those 15 and older] need to show your Washington fishing license to be able to register. Kids are completely free if you’ve got grandkids and stuff coming down and they don’t have fishing gear. Actually, a couple of our residents donated five sets of fishing rods for kids. So we have those for the kids there.”
- “All the events, all the happenings for the fish are happening up at the cabana. You have to have your fish weighed in by noon. You have to have registered to have your fish weighed. So make sure you register.”
- “We’ve had fabulous donations and support for the event. We have had a lot of new people in the community. They wanna step up. They want to be engaged. We’re counting on you guys to help us engage them.”

Mat Matincheck had some parting words:

- “I want to thank FLAG. They were very instrumental in getting this Fish On event happening. Renee did just a great job. Because of her and what FLAG has done, I know what to do next year and I really appreciate that.”
- “You must have a fishing license. No fishing license, no prize. It's just a state requirement and five trout is the limit. We are governed by the state. All state fishing rules apply to the lake.”

Mike Ricchio and the trustees adjourned the meeting at 11:00am.