

# The Lakes Community Association Meeting Minutes—2020.01.23

## Opening

Call to order the meeting—6:30 P.M., at the West Bay Clubhouse.

## Roll Call

President—Jana Tipton, Vice President—Kathi Jones (Late Arrival), Treasurer—Joe Heltzel, Member at Large—Tutubi Brown & Mary Simmons, Association Manager—Mark Anderson  
Members Elect: Gerry Nelson (Excused), Doug Kemper (Excused)

Community Members in attendance: Marina Pointe—Christine Marshall, Bob Marshall, Rick Mauser

**Minutes of last meeting**—Motion M/S/P to accept the minutes of the December meeting.

## Reports of Officers and Manager

### 1. Treasurer Report

December deposits were \$47,941, and operating expenses were \$39,355.

Monthly gain was \$8,587.

Operating account balance at the end of December is \$15,630.

Total assets are \$681,099, including accounts receivable of \$13,504.

Total liabilities are \$1,056, including accounts payable of \$0.

NHC checking account balance is \$5,639.86, as of 31 December 2019.

- a. Awaiting Invoice: \$800 BOD approved NW Aquatic Eco-Systems consulting fee to conduct an analysis of The Lakes Maintenance Program.
- b. Action Item: Mark Anderson to contact communities to address overdue accounts.

### 2. Manager Report

- a. Bridge repair to replace missing stone blocks
  - i. Solstice to verify the color of the blocks, purchase materials, and install the stone blocks when weather permits.

### 3. President Report

- a. Cold Weather operations
  - i. On December 20, the water level in the lakes was above the top of the retaining wall. The water has since receded to the normal level for Winter operations.
  - ii. Solstice has a supply of ice melt on hand to spread on walkways, in the common areas, in case of freezing temperatures.

## Reports of committees

1. Water Quality—Proposals for 2020 lake maintenance
  - a. Submitted by Gerry Nelson: Doug Dorling (NW Aquatic Ecosystems) is finishing up some end-of-year reports and plans to write a proposal for evaluation of the bio-swale system next week.
2. Neighborhood Council
  - a. Discussed opportunities to apply for matching grant funds from the City of Kent for neighborhood improvement projects.
  - b. Community Conversations Focus Group—Neely Soames House 1/29 5-7 PM.
    - i. Meet and greet for interested community leaders who can post issues that the Neighborhood Council might address in 2020.

## Unfinished business

1. Evaluate trees in median strip for trimming and removal/replacement of dead trees. As of January 15, Davey Tree is utilizing crews for storm clean-up activities. They recommend scheduling an inspection of trees when they are no longer dormant.
  - a. Discussion point: Obtain the services of an arborist to evaluate trees.
  - b. Possible options: Ryan Steely at Pacific Arboriculture, certified arborist, WA Tree Service, Davey Tree
  - c. Action: Tutubi Brown will provide contact information for additional arborists
    - i. Legendary Tree
    - ii. Conservation Tree Care
    - iii. Tree Resources

## New Business

1. Elect 2020 Board positions for The Lakes at Kent Community Association (Members: Jana Tipton, Joe Heltzel, Kathi Jones, Tutubi Brown, Mary Simmons, Gerry Nelson, Doug Kemper)
  - a. President
  - b. Vice President
  - c. Treasurer
  - d. Secretary
  - e. Members at Large
  - f. Succession Plan—Recruit new talentMotion M/S/P to defer item to next meeting.
2. 2020 Budget Items—Target Date to sign maintenance contracts—Feb. 2020
  - a. 2020 Maintenance Program for weed control
    - i. Proposal from NW Aquatic Eco Systems, Doug Dorling
    - ii. Vendors ID'd for multiple bids—determine work scope for proposals
      1. Milfoil King, Joe Markman
        - a. Company does not provide chemical weed control
    - iii. Action Item: Obtain bid from Aquatechnex for services.
  - b. Improvements to water flow for Soames Pond and Ruby Lake
    - i. Remove section of old wall separating Main Lake from New Lake (No action taken)

- ii. Determine the location to install the spare fountain.
      - 1. Action Item: Mark to get cost on adding a screen to the bottom of the fountain to filter out debris and prevent clogging.
    - iii. Discussion item: Add hose to pump water into culvert from Soames Pond to Ruby Lake.
  - c. Evaluate options to improve water quality from the wells. (No action taken)
    - i. Cost/benefit of drilling deeper for #1 Well and #2 Well.
    - ii. Explore option of drilling a new well.
  - d. Reserve Study
    - i. Determine long-range planning objectives and maintenance program. Address challenges of aging infrastructure and environmental factors.
    - ii. Update accounts to represent current status of reserves for replacement of capital equipment, and improvements (aeration system, ways to stabilize and supplement the water level).
      - 1. Action Item: Jana Tipton will work with Mark Anderson to start the 2020 Reserve Study with Reserve Consultants. The last reserve study was conducted in 2015.
  - e. 2020 Landscape Services
    - i. Solstice contract renewal for landscape services
      - 1. 2020 Cost Estimate \$76,400
  - f. Task Maintenance Contract
    - i. Solstice contract renewal for Task Maintenance
      - 1. 2020 Cost Estimate \$24,500
      - 2. Action Item: Mark Anderson to review options to negotiate a lower cost for 2020.

Discussion Item: Cost of Supplies: Cost for poop-bags for dog waste—Up to \$500/month (per Joe)
  - g. Maintenance contract for Equipment (Wells, Pumps, Aeration, Fountains)
    - i. Iliad contract renewal for equipment maintenance
      - 1. 2020 Cost Estimate \$4,100
      - 2. Action Item: Jana to forward Iliad monthly reports for equipment status to members of the Water Quality Committee.
- 3. 2020 updates for community BODs in The Lakes (board members & Property Managers)
  - a. Send updates to Jana: kentlakes19@gmail.com
- 4. City of Kent Grant for Neighborhood Council communication tools.
  - a. Other grants available for neighborhood projects
    - i. Painting/Decorating Utility Boxes (T. Brown)
    - ii. Inquire about eligibility of the Bridge Repairs
- 5. Contact City of Kent about cleaning the street drains.
 

Action Item: Mark Anderson to contact City of Kent to find out the schedule.  
Tutubi will also inquire at the workshop on 1/25.

## Notes

- Neighborhood Programs Workshop 1/25—Tutubi Brown will attend.

- Inquire about Kent City Council Member who is familiar with The Lakes and is willing to work with us.
- When will our street drains be cleaned by The City of Kent.
- Ask about possible assistance for our Utility Boxes beautification.
- Secure access to minutes—User ID: lakesatkent PW: 19@GreenRiver
- WSCAI—2020 Initiative—Alternative Dispute Resolution Task Force (Jana Tipton)
- Community Conversations Focus Group—Neely Soames 1/29, 5–7 PM
  - Kent Senior Center Outreach Coordinator and Program Assistant
    - Purpose is to provide services and support for members of the community—and to reach out to isolated aging seniors, who may need assistance.

**Next meeting date**

Thursday, February 20

Meeting schedule for 2020—West Bay facility is available 3<sup>rd</sup> Thursday of the month.

Motion M/S/P to reserve meeting dates for the 3<sup>rd</sup> Thursday of the month for The Lakes Board meetings at the West Bay Clubhouse. Note: The annual meeting will be held at the Kent Senior Center in October.

**Adjournment—8 PM**