

## MEETING MINUTES - Clearwood Community Property Committee

**Disclaimer:** Liaison will abstain from voting on issues that require BOD action. Voting tally will assume all in favor of motion unless otherwise stated.

### Meeting

<b>Date</b>	Thursday, December 10, 2020
<b>Started</b>	7:00 PM
<b>Ended</b>	8:30 PM
<b>Location</b>	Zoom Meeting
<b>Purpose</b>	Regular scheduled meeting
<b>Chaired by</b>	Brandon Schock
<b>Recorder</b>	Ron Parsons

### Approval

**Minutes approved on:** 2/11/2021

### Attendance

**Present:** Craig Adams, Ron Parsons, Malinda Poirier, Brandon Schock, Cookie Skelly  
**Absent:** Hank Risen, Walter White

### Meeting documents

### Minutes

## 1. CALL TO ORDER AND ROLL CALL:

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### 1.A. CALL TO ORDER & ROLL CALL

Meeting called to order by the chair at 7:00 PM

**Due date:**

**Status:** Completed

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## 2. COMMUNITY GUESTS IN ATTENDANCE:

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### 2.A. COMMUNITY GUESTS IN ATTENDANCE

None

**Status:** Completed

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## 3. APPROVAL OF MINUTES:

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### 3.A. APPROVAL OF MINUTES

Motion made by Cookie to approve the November 12, 2020 minutes as written. Motion seconded by Malinda.

**Resolution #:**

**Moved:**

**seconded:**

**Status:** Carried

**Vote:**

- Minutes-2020-11-12-v1.pdf
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## 4. BOARD LIAISON/MANAGEMENT REPORT:

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### 4.A. BOARD LIAISON/MANAGEMENT REPORT

#### 12 November CPC Liaison request list

How long are the permits for the beach parks and bulkhead modernizations good for?

- 2018 project started - Operations has been requested to look into this project and bring to the board a plan moving forward and have contacted the Southwest regional Wa dept of ecology.

There are reports of gangs of blackberries overrunning the trails on horseshoe lake is beyond our capacity to do with hand tools.

- Operations have been made aware of this. (There is hope to hire extra seasonal help to better maintain all trails.)

What is the status of the teen volunteer program waiver?

- The waiver provided is the waiver that will be used for all committee members and volunteers. No changes will be made because they do not need to be made. CCA insurance covers committee members.

There was also a motion passed: Respectfully requesting if a management representative would be willing to attend our monthly meeting or if we can at least set up a meeting with the Liaison, Management, and CPC chair at least monthly.

- This request has been denied. This would expend operational funds that are needed for the maintenance of our community. Maintenance appreciates all the work CPC does and the information they collect for the needs of the community through their reports and they are reviewed. Board liaisons attending meetings are the way all committees' direct requests and information to the board and operations.

If the CPC chair can coordinate a 2021 paint and pressure washing schedule list with maintenance to see how CPC can help with painting next season while fitting into maintenance's schedule.

- Ryan has been putting together a schedule for maintenance and is aware of CPC wants to help and will let the committee know if they need assistance.

The status of the wood sale program and how CPC volunteers can help.

- Ron and Dennis have been approved for wood yard keys; the draft policy created will be voted on Jan 23

If CPC can help with rotten board replacement on the numerous trash cans in the community.

- Lumber prices after the summer fires were high and purchasing wood for multiple projects was put on hold. Prices will be reviewed, and our budget assessed for these projects and maintenance has been made aware of CPC's willingness to help.

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Also, if possible, there's a respectful request for maintenance or the wind, whichever it is, to minimize blowing leaves into the garden beds.

- They kindly again answered no to this question. They do not do that.

Lastly, the CPC minutes on the Clearwood page are out of date as per my other email with the October minutes.

- They have been posted.

**Status:** Completed

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## 5. AMENITY REVIEW & WORK PARTIES:

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### 5.A. AMENITY REVIEW

Completed Section 11 Review. Schedule Section 12 review.

Brandon advised the group that the amenities review for section 11 was completed in November and the results forwarded to GM for review and comment.

**Status:** Completed

- 2020 Section 11 Amenity Review.pptx
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### 5.B. WORK PARTIES

The following work parties were completed by CPC and community volunteers.

**Status:** Completed

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#### 5.B.1. Sunset Beach Tree Trimming

Trim trees blocking lake view from the cabanas

**Due date:**

**Status:** Completed

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#### 5.B.2. Office cleanup and decorations

Cookie, Ron, Doug

**Due date:**

**Status:** Completed

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#### 5.B.3. Otter, Longmire cleanup

Cookie

**Due date:**

**Status:** Not started

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## 6. NEW BUSINESS ADDED TO AGENDA:

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### 6.A. NEW BUSINESS ADDED TO AGENDA

Outdoor Gym, Non-skid, Reseat committee members,

Nothing to add

**Status:** Completed

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## 7. APPROVAL OF AGENDA

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### 7.A. APPROVAL OF AGENDA

Ron made a motion that the agenda for the December 06, 2020 meeting be accepted as published. Motion seconded by Cookie.

**Resolution #:**

**Moved:**

**seconded:**

**Status:** Carried

**Vote:**

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## 8. OLD BUSINESS:

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### 8.A. Winter Projects

Discussion on possible winter projects

The group offered no specific projects beyond routine monitoring and post-storm clean-up as needed. Each member asked to notify the group of projects and request help as needed.

**Status:** Completed

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### 8.B. 2021 painting plan

Discuss our 2021 potential painting plan.

Ron suggested to the group that all future paint projects be identified and prioritized. The list of project priority is developed and sent to GM, as some support from maintenance will be required, by the February 2021 meeting to allow for maintenance coordination.

**Status:** Completed

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## 9. NEW BUSINESS:

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### 9.A. Firewood volunteers

Ron advised the group that he and Dennis Anderson have been appointed by the board to coordinate the woodlot effort. The CPC will be the committee recognized by the board as having oversight for this project. Ron advised the group that he would appreciate any help the committee members could provide to help with stacking split wood and removal of bark. No committee member will be involved with sawing, wood splitting, or assisting community members purchasing wood.

**Status:** Completed

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### 9.B. CPC Member Resignation

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As a newly elected Board Director I have had to reevaluate all my Clearwood commitments. I have decided to resign my committee member position on the Community Property Committee. I enjoyed my time on CPC and will always be grateful to Cookie for allowing me to join CPC even though my work schedule didn't allow me to commit to attending all the in-person meetings at the time.

I will continue to assist with work parties whenever I can. I would also like to ensure I am posting any CPC work party activities on Nextdoor, so please keep me informed of those work parties.

My current plan is to be on the Roads and Water Committee (desperately needs volunteers) and the Finance Committee, in addition to my Board Directors responsibilities.

Thanks again to you and all the CPC Team.

-Walter White

Walter White advised the group that he is resigning as a seated member of the CPC. He will continue to volunteer time with projects as he is able. The group wishes to thank Walter for all of his steadfast support and past hard work. We wish him well with his efforts as a newly elected board member.

**Status:** Completed

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#### 9.C. Loop Lane Restroom

Per the recommendation of the committee board liaison, Ron made a motion that the CPC request the BOD to direct maintenance to allow the CPC committee to utilize this space as a storage area for work tools and other materials needed by the CPC for community clean-up projects. Motion seconded by Cookie. Malinda tasked by the chair to bring the matter to the board for approval.

**Status:** Completed

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#### 9.D. Pet Waste Stations

Cookie advised the group that she received a notice in the mail that a possibility exists for additional dog waste stations. The chair tasked her to pursue this effort and report back at the next meeting any further information she receives. Malinda advised Cookie that she could report her findings directly to the GM.

**Status:** Completed

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#### 9.E. Outdoor Gym Equipment

- Research outdoor equipment
- Best order of workouts
- Signs?
- Draft trail map

Cookie advised the group that she was interested in looking into the possibility of placing exercise equipment in high-use trail areas. She felt that this would appeal to community members that wished to increase their fitness activity beyond walking/running the trails. Brandon offered several pictures of possible options. Malinda requested more detailed information, such as costs, style, and locations of equipment that would assist the board to make a more informed decision.

**Due date:**

**Status:** Completed

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9.F. Non skid wood briges

Motion to recommend some kind of non-skid be used on the wooden walkways and bridges where possible to prevent slippery surfaces.

Brandon advised the group that one of the findings from his recent amenity review is that the bridge access areas are very slippery when wet. He recommended that some type of non-skid tape/paint be applied to all bridges/stairs. Malinda asked to take this to the board for discussion and maintenance tasking.

**Resolution #:**

**Moved:** Brandon Schock

**seconded:** Ron Parsons

**Status:** Carried

**Vote:**

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9.G. Reseat committee members

Malinda made the motion that all currently seated members be reseeded by the board. Motion seconded by Ron. All seated members were unanimous in their agreement.

**Status:** Completed

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10. CPC MEMBER COMMENTS:

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10.A. CPC MEMBER COMMENTS

None

**Status:** Completed

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11. CLEARWOOD GUEST COMMENTS:

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11.A. CLEARWOOD GUEST COMMENTS

None

**Status:** Completed

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12. ADJOURNMENT:

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12.A. ADJOURNMENT

Ron made the motion that the meeting be adjourned at 8:30 P.M. Motion seconded by Cookie

**Resolution #:**

**Moved:**

**seconded:**

**Status:** Carried

**Vote:**

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