



The LOG

A Report on the Activities of the
Ludlow Maintenance Commission



July 2008

PRESIDENTS MESSAGE

by Stan Kadesh, LMC President

It is with a feeling of pride and humility that I start the coming year as President of the Ludlow Maintenance Commission. I will do my very best to uphold the tradition and adhere to the governing documents of the organization.

The 2008-2009 LMC year is off to a good start with the addition of Jim Boyer and Hugh Jenings as the two new trustees to the LMC Board. They come offering new ideas and a different approach to old problems. Their addition will be welcome.

Some of the committee chair positions have been filled, however we are still looking for volunteers for the various committees. Be a part of your community by giving a little bit of your time to help shape the future of Port Ludlow.

Three seminars have been held, mainly for the Trustees. The first was held on May 30, 2008, which was sponsored by the Washington State Community Institute. The topics covered were Building Community, Insurance Matters, the pros and cons of amending association documents, and conflict resolution.

The Communication Skills Workshop was held on June 11, 2008. Barbara Berthiaume, Communications Committee Chair, and Bob Reasoner conducted the workshop, which dealt with personal strengths, diversity, listening skills (both verbal and nonverbal), communication challenges noted by the board, and a problem solving process for consensus building.

On June 12th, Catherine Garrison, former Chair of the Covenants and Regulations Committee, and Brian Belmont, General Manager, conducted a board training workshop, that included reviewing the governing documents, and worked with the board on setting goals for the coming year.

All of the seminars were well attended by your Board. We all came away with a greater insight as to the functions of an association and the skills necessary for courteous and meaningful communication. The board is putting forth a lot of time and effort to constructively move forward in the coming year.

A new advisory group has been formed to create an 'as-built' set of drawings for the electrical, plumbing, and mechanical systems of the Beach Club. This advisory group will also be available to lend its professional assistance to the General Manager when work is to be done to any of the aforementioned systems.

A Board Planning Workshop will be held shortly to discuss and consider items for long range planning for the LMC and the Beach Club in particular. This group will consider items such as the need for major improvements, overcrowding of facilities, and securing funds which become necessary to resolve these problems. By creating a plan for the future, the possibility of future surprises will be minimized.

Great things are planned for the forthcoming year. Be part of it by volunteering to serve on a committee and keep aware of the happenings in your community by attending the LMC Board Meetings, held on the 2nd Saturday of each month at 9:00 a.m. in the Bayview Room of the Beach Club.



From the Manager's Desk

by Brian Belmont, General Manager

Here we are at the end of June and summer weather has finally arrived at Port Ludlow. Most of us were getting rather tired of what seemed to be perpetual spring showers. In this article I would like to recap some of the projects and events that have occurred since LMC last published the LOG in December.

Earlier this year I was approached by LMC member Jay Bonds who with his wife Mimi offered to provide matching donations, dollar for dollar, up to \$2,500 for the purpose of purchasing a new, commercial grade, elliptical trainer type piece of exercise equipment. With the Bonds match more than \$5,200 was donated. On April 10, the new Cybex 630A Total Body Arc Trainer® was delivered and installed in the Beach Club exercise room.

We appreciate the generosity of the following LMC members that made donations towards the purchase of this exercise equipment:

***Richard & Mary Babaian; Gunter & Ursel Krumme;
Jay & Mimi Bonds; James & Suzanne Milner;
Jim & Ruth Irvin; Jack & Karen Rigger;
Peter & Jeanne Joseph; Richard & Mary Wall***

There was also an anonymous donation of \$2,100

This spring Port Ludlow Racquet Club donated \$300 to show their appreciation to the LMC for the continuing maintenance of the Kehele Park tennis courts.

Recently Dine and Discover donated \$400 to LMC that is being used towards the purchase of two cordless lapel microphones that can be used by groups using the Bay View room.

LMC members Jerry Nelson and Steve Siegiel have donated many hours assessing the overall condition of our 40 year old Beach Club electrical system. Once Jerry and Steve have completed their assessment they will prepare as-built drawings and make recommendations for needed repairs and improvements.

The outdoor swimming pool opened on Friday, May 16. Now that we are again seeing the sun shine in Port Ludlow usage is starting to picking up. In order to stay current with Washington State Department of Health rules, pertaining to swimming pools, LMC has changed the chain link fencing adjacent to the outdoor pool.

I've been working with a small group of LMC volunteers

that will help gather the necessary information so that the LMC Reserve Replacement Schedule can be updated. As part of this effort we are getting updated prices for the major repair or replacement for all items on the component list. In other words, what we are doing is looking at what it costs to replace assets such as heat pumps or RV lot fencing, determine what the typical life expectancy should be, and then estimate what the useful life is of our current asset. By doing this LMC will have a much clearer picture of our future reserve funding requirements.

Last year our insurance company conducted a risk management review of our facilities. Two of the insurance company's recommendations have recently been addressed. Both had to do with the Kehele Park playground area:

1. The playground surfacing material (sand) is now at least 12 inches deep under and around the playground structures and swing set.
2. The fall area in front of and behind the swing set is now twice the height of the swing set. In our case we needed 24 feet of fall protection in both directions as measured from the center of the center axis bar of the swing set.

Over the years the Beach Club structure has evolved. The indoor pool was added, covered decks and rooms were built. However, the locker rooms were part of the original construction dating back 40 years. We recently found that the floor drains in the men's locker room, which are cast iron, have rusted out.

This didn't come as a complete surprise. During the reconstruction of the women's locker room, following the 2005 fire, the floor drains were replaced because we relocated the showers and sauna. When the concrete slab was cut we found that portions of that drain system had rusted through.

LMC has had as much of the drain system inspected, in the men's locker room, as possible using a sewer line camera. As the camera was maneuvered into the 4-inch main line, it encountered several low spots or "bellies" where the pipe had settled and is now holding water. In some cases the "bellies" appeared to be as deep as 1 to 1½ inches. From the camera view we saw what appeared to be areas of the pipe that were heavily pitted and an accumulation of material that may have been dirt. In several locations we saw drain rock ranging in size from ¾ of an inch to what looked to be as large as 2 inches.

It is not clear where the rock came from. It could be that

continued on next page

continued from previous page

it washed into the 4-inch line from the rusted out 2-inch floor drains. However, given the size of several of the rocks, I think it is a very good possibility that there are failures within the 4-inch main line.

After having worked with the plumbers for more than 6 hours looking at the inside of the 4 inch line I recently recommended to the LMC Trustees that LMC take the necessary steps to replace the entire locker room drain system. LMC is currently putting together bid specifications so that we can get competitive bids on this project. It is anticipated that we will begin the repairs in October.

As you can see from the above summary, there has been a lot of activity involving the LMC facilities. Our staff works hard to create a friendly, clean, and safe environment for our members when they are using the LMC amenities. Volunteers contribute countless hours working on special projects, serving on committees or serving on the Board of Trustees. However, there is always room for improvement.

If there are things we can do better or ways we can provide better service to our members please let me know. You can reach me at the Beach Club at 360-437-9201, by email to beachclub@olympus.net; by mail at PO Box 65060, Port Ludlow WA 98365; or write me a note and leave it with the Beach Club front desk staff..

LMC ELECTION RESULTS

The Annual Meeting of the LMC took place on Saturday, April 19th at the Beach Club. Jim Boyer and Hugh Jenings are the two newly elected board members from the lot owners. Vaughn Bradshaw was re-elected from the condominium owners. Election of officers followed the board meeting.

Thanks are due to the ballot counting team: Penny Sanzaro, Jerry Nelson, Kim Monroe, Sonny Sanzaro, and Brian Belmont.

The profile of the nine member 2008 LMC board is:

Stan Kadesh, President

3 yr. lot owner position with 2 yrs. remaining

Elizabeth Van Zonneveld, V.P

3 yr condo owner position with 2 yrs. remaining

Vaughn Bradshaw, Sec.

3 yr condo owner position with 3 yrs. remaining

Ian Feltham. Treas.

3 yr lot owner position with 1 yr remaining

Jerry Nelson

3 yr condo owner position with 1 yr remaining

Art Moyer

3 yr lot owner position with 1 yr remaining

Paul Moseley

3 yr lot owner position with 2 yr remaining

Hugh Jenings, Jr.

3 yr lot owner position with 3 yrs remaining

Jim Boyer

3 yr lot owner position with 3 yrs remaining

LUDLOW MAINTENANCE COMMISSION BOARD OF TRUSTEES GOALS FOR 2008-2009

*by Vaughn Bradshaw, Secretary,
Stan Kadesh, President*

BE IT RESOLVED that the Ludlow Maintenance Commission Board of Trustees will focus on the following five goals throughout the year. The trustees will measure progress on these goals at regular intervals.

1. Establish and review policies and procedures for the Board of Trustees and all standing committees. In addition, a description of the duties of each committee chair shall be established.
2. Review the current long-range plan and assess progress made on implementation of the plan. In the process, the board shall assess and determine whether there is need for updating the long-range plan.
3. Develop a corporate chart. Additionally, define the LMC relationship (if any) with various community groups.
4. Establish a committee to develop and maintain a resource base of volunteers in order to identify skills and availability to serve on various committees.
5. Follow-up on creating a committee to develop election procedures and ballot materials. Include consideration of changes to Bylaws, Article III to allow condominium owners to vote for lot-owner trustee representatives and lot owners to vote for condominium trustee representatives.

Adopted at a Regular Meeting of the Board of Trustees
June 21, 2008

LMC Annual Meeting April 19, 2008 Board Election

Condominium Board Candidates

(3 year term – Vote for one)

Vaughn Bradshaw..... 35 votes Elected
Dorothy Wright..... 3 votes

Write In:

Jim Boyer..... 4 votes
Kent Foreman..... 1 vote
Hugh Jenings..... 1 vote
Bill Lazarus..... 1 vote

Lot Owner Board Candidates

(3 year term – Vote for two)

Jim Boyer..... 193 votes Elected
Hugh Jenings Jr..... 153 votes Elected
Bill Lazarus..... 131 votes
Lenetta Johnson..... 102 votes
Rae Watkins..... 66 votes

Write In:

Dorothy Wright..... 3 votes
Peter Joseph..... 1 vote

Ballot Items

Ballot Item #1

Resolution: IRS 70-604 Election (Transfer of excess 2008 operating funds to reserves)

Condo:

FOR: 49 votes
Against: 6 votes

Lots

FOR: 307 votes
Against: 26 votes

Total:

FOR: 356 votes
Against: 32 votes

Ballot Item #1 Passed (required majority of total votes cast)

Ballot Item #2

Resolution: That the audit of 2007 LMC financial statements be waived.

Condo:

FOR: 44 votes
Against: 14 votes

Lots:

FOR: 177 votes
Against: 151 votes

Totals:

FOR: 221 votes (57.25%)
Against: 165 votes

Ballot Item #2 Failed (67% majority of total votes cast required)

Ballot Item #3:

Resolution: That Bylaw, Article I, Section 3, be amended (establishment of a record date).

Condo:

FOR: 49 votes (92.45%)
Against: 4 votes

Lots:

FOR: 267 votes (83.43%)
Against: 53 votes

Totals:

FOR: 316 votes
Against: 57 vote

Ballot Item #3 Passed (affirmative vote of a majority of both the participating lot and condo owner members attending in person or by proxy is required)

Ballots Not Counted

62 ballots were not counted for reasons such as:

- no proxy assigned and the member didn't attend the meeting
- the assigned proxy didn't attend the meeting
- the member assigned the proxy but didn't sign the proxy form

LMC Financial Status

by Ian F. Feltham, Treasurer

“Do we have enough money to operate the LMC Facilities?” Yes, for our day-to-day operation. Included in the Operating Budget is money for the minimum maintenance of the facilities. So when we exceed the cost, where does the money come from? We can borrow the money from the Reserve Account but it has to be paid back, or we can reduce the operating hours of our facilities thereby reducing utility and labor expenses. But how about maintenance of our buildings, swimming pools, exercise equipment, tennis courts, RV parking lots, club parking areas, and the Greenbelt areas?

We have a Reserve/Replacement program which lists about 60 items that will need repair or replacement during a period of 20 years. With our current income from all sources we are falling short of providing sufficient funds to run the LMC, and increase our Reserve/Replacement fund to required levels. Based on current costs, we have about 75% of the funds needed to meet our Reserve Policy of 100% funded.

At present, we have a committee determining the current, and possible future replacement cost of those items. Due to increasing costs for everything, including electricity, propane, labor, contracting support, etc., we plan to investigate several funding alternatives to support the operation of the LMC. The present yearly assessments are based on the CPI index with the base set in 1994 at \$300.00. One way to increase our income is to raise the base amount.

In the near future, we expect to have a valid estimate of those future costs and will be advising you of the additional funds needed. We are looking forward to your support in the continuing operation of the LMC.

Know Your Governing Documents

by Elizabeth Van Zonneveld

From time to time, the Log has included information about our governing documents, i.e. that packet of documents we acquired when we purchased a home, condo or lot in the North Bay of Port Ludlow. The following is a short reminder of one such regulation: If you should be planning to rent your home for short periods, or lease it for longer periods, the rental agreement must comply with the Landlord Requirement of Regulation I, Article 10, 10. This is a rule that is easily overlooked if you are making arrangements from a distance through real estate agents or

property managers. Brian Belmont, LMC General Manager, can help you or your agent comply with this regulation if you are considering renting, or already have renters at your property.

REGULATION I - LAND USE The following Regulation prescribes the land use for all property included in the recorded plats of Port Ludlow Nos. 1, 2, 3, 4, 5, 6, 7, Ludlow Bay Village, and Oak Bay Short Plat.

REGULATION I ARTICLE I RESTRICTIONS & REQUIREMENTS

1. General Uses. The general uses which may be made of the land in Port Ludlow Nos. 1, 2, 3, 4, 5, 6, 7, Ludlow Bay Village and Oak Bay Short Plat are described in the recorded Restrictive Covenants.
2. Single Family Residential Use. Lots are restricted to single family residential use, including rental or other non-owner residential use of the property.

10. Landlord Requirements

- a. Leases. Any lease or rental agreement between an owner and a tenant shall provide: (1) that the terms of the tenancy shall be subject in all respects to the provisions of the Covenants, Articles of Incorporation and Bylaws of the LMC and any rules and regulations established by the Board of Trustees; and (2) that any failure by the tenant to comply with the terms of such document shall be a default under the lease or rental agreement. All leases and rental agreements shall be in writing.
- b. Notification. Any owner who leases or rents their property shall notify LMC in writing of: (1) the name and mailing address of any tenant; and (2) the term of such lease or rental agreement. The purpose of this notification is to provide the tenant with copies of LMC Rules and Regulations.

Tennis Court Report Summary

by Elizabeth Van Zonneveld

The Operations Committee, at the request of the board, studied the use of the LMC tennis courts by members, member-guests, and the Port Ludlow Racquet Club. At its May 2008 the board accepted the Operations Committee's Tennis Report, with thanks for their hard work, and adopted a policy that allows the Racquet Club to use the Kehele Park courts every other week. The Beach Club tennis courts may be used by the Racquet Club on alternate weeks, if available.

There's A Cougar In Our Neighborhood

By Brian Belmont

Over the past several months there have been numerous reports of cougar sightings in the North Bay area of Port Ludlow. Some may have seen the pictures, from three months ago, of the cougar in the back yard next to the kid's toys. There have been owners reporting to LMC that they are afraid to work outside in their yard, or they are afraid to allow their children or grandchildren to play outside for fear that the cougar is stalking them.

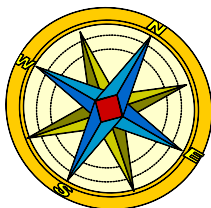
We know that Port Ludlow provides habitat for a wide variety of wildlife. However, many of these cougar sightings have been in heavily populated portions of the community as opposed to the community's wooded perimeter.

Washington Department of Fish and Wildlife did attempt to live trap the cougar for relocation but those attempts failed.

LMC is asking that if you have had a first hand sighting, that is if you personally have seen a cougar in North Bay within the past three months, to please notify LMC. We would like to know where you saw the cougar, the date of the sighting, and the time of the sighting. This information can be forwarded to LMC in the following ways. Report the information to the Beach Club staff at 360-437-9201, by email beachclub@olympus.net, by mail at PO Box 65060, Port Ludlow WA 98365, or write a note, sign it, and leave it with the Beach Club front desk staff.

Once this information has been reviewed by the trustees, and if the board feels that the number of sightings justifies it, LMC may make a formal request to the Department of Fish and Wildlife to trap and relocate the cougar that has been calling Port Ludlow "home".

For more information about cougars visit <http://wdfw.wa.gov/wlm/living/cougars.htm> web site



A Swim Through the Alphabet Soup

When reading about the various issues and activities that go on in our community, the following definitions may be helpful in understanding the topics being discussed:

LMC - Ludlow Maintenance Commission

PLA - Port Ludlow Associates

ORM - Olympic Resource Management

SBCA - South Bay Community Association

PLVC - Port Ludlow Village Council

MPR - Master Planned Resort

PLDD - Port Ludlow Drainage District

DCD - Department of Community Development

CC&R's - Covenants, Conditions, and Restrictions

RCW - Revised Code of Washington

HOA - Home Owners Association

NBLOA - North Bay Lot Owners Association

ACC - Architectural Control Committee

C&RC - Covenants & Regulations Committee

GBC - Green Belt Committee

OC - Operations Committee

Ad I - Admiralty I (Condominiums North of the Beach Club)

Ad II - Admiralty II (Condominiums North of the Beach Club)

Ad III - Condominiums to be built on the open space south of the old Conference Center and west of Admiralty I and II

2009 Beach Club Activities Scheduling

In order to assure room availability in 2009, now is the time to schedule meetings and functions with the Beach Club staff. All scheduling is on a first-come first-served basis.

If you represent a group that meets regularly throughout the year at the Beach Club or Bridge Deck facilities please submit your requested schedule, in writing. Include dates, time, requested room, name of group, name of contact person and a contact phone number. LMC front desk staff can be reached at 360-437-9201 or by e-mail at lmcfrontdesk@olympus.net

LMC Board of Trustees

- Stan Kadash, President
- Elizabeth Van Zonneveld, Vice President
- Ian Feltham, Treasurer
- Vaughn Bradshaw, Secretary
- Jim Boyer, Trustee
- Art Moyer, Trustee,
- Hugh Jenings Jr, Trustee
- Paul Moseley, Trustee
- Jerry Nelson, Trustee

Beach Club Staff

- Brian Belmont, General Manager
- Kim Monroe, Office Manager
- Phil Eng, Maintenance Supervisor
- Bob Carstensen, Maintenance
- Race Malin, Maintenance
- Mara Denny, Hostess
- Susan Bartkus, Hostess
- Alpha Palmer, Hostess
- Carol Shamhart, Hostess
- Ruth Irvin, Hostess

LMC Committee Chairs

- Architectural Control: Bill Lazarus
- Communications: Barbara Berthiaume
- Covenants and Regulations: *Open*
- Finance: John Van Zonneveld
- Greenbelt: *Open*
- Operations: Jim Good

LOG Editorial Staff

- David J. Goudie, Editor
- Barbara Berthiaume
- Brian Belmont
- Vaughn Bradshaw
- Evelyn Fett
- Ian Feltham
- Stan Kadash
- Elizabeth Van Zonneveld

If you, or anyone you know, are interested in chairing the Greenbelt or Covenants and Regulations Committees, please contact Brian Belmont, General Manager, at 437-9201 or Stan Kadash at 437-2595

THE BEACH CLUB

2008 Summer Schedule

Beach Club Hours

Monday - Sunday 7 a.m. - 9 p.m.

All Members: Present a valid membership card or pass to be admitted to the Beach Club.

Indoor Pool

Monday, Wednesday, Friday:

Lap Swim 7 - 9 a.m.

Aquacise 9 - 11 a.m.

Open Swim 11 a.m. - 5 p.m.

Lap Swim 5 - 6 p.m.

Open Swim 6 - 8:30 p.m.

Tuesday, Thursday, Saturday, Sunday:

Lap Swim 7 - 9 a.m.

Open Swim 9 a.m. - 5 p.m.

Lap Swim 5 - 6 p.m.

Open Swim 6 - 8:30 p.m.

Outdoor Pool

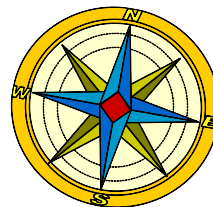
Open Swim 7 a.m. – 8:30 p.m. every day

* Pool Age Restrictions *

Anyone under age 16 must be accompanied by an adult when using the pools and spa.

* Exercise Room Age Restrictions *

For using exercise equipment, anyone under age 16 must have direct adult supervision.



DID YOU KNOW?

The LOG can be sent to you electronically by e-mailing beachclub@olympus.net and making this request. We encourage you to do so as it is quick, easy and saves on postage.

For more LMC news such as schedules, governing documents, minutes of LMC board meetings, committee reports, and relevant links to other sites, you can visit the LMC website at www.LMCBeachClub.com.

The Voice, the local newsletter with information on activities and events in the Port Ludlow community including both North Bay and South Bay, can be accessed online at www.LMCBeachClub.com as well as the *LOG*

Ludlow Maintenance Commission
P.O. Box 65060
Port Ludlow. WA 98365

PRST STD
U.S. Postage Paid
Port Hadlock
WA 98339
Permit No. 8

POOL RULES & REGULATIONS

(Adopted by the LMC Board of Trustees: June 11, 2005)

We welcome you to the LMC Beach Club. As an LMC member or guest, you are responsible for the conduct of all members of your party. To ensure that every user has a safe and enjoyable experience, we ask that you abide by the following rules:

GENERAL CLUBHOUSE RULES:

1. All members and guests must sign in at the reception desk upon entering the clubhouse.
2. Beach Club management and staff have the authority and responsibility for the safe and orderly operation of the facility. Usage of the clubhouse may be denied to anyone who does not comply with existing rules or fails to obey the direction of LMC staff on duty. Failure to obey the direction of a lifeguard on duty is cause for removal from the pool area.
3. Serious and repeated infractions of the rules and regulations will be reported to the LMC Operations Committee for appropriate action, which may include suspension of Beach Club privileges.
4. Any matter requiring immediate action should be brought to the attention of LMC management, or in his absence, the staff member on duty. Forms are available in the clubhouse office for member comments and requests.
5. No smoking is permitted anywhere in the Beach Club facility.
6. Anyone appearing to be under the influence of alcohol or drugs will be denied access to the clubhouse.
7. Any injury that occurs on the Beach Club premises should be reported immediately to the staff member on duty. A first aid kit and telephone are located in the clubhouse office.

RULES FOR ALL POOLS & HOT TUB/SPA POOL

1. Children under 16 must be accompanied in the pool or on the pool deck by a responsible adult, age 18 or older. For individuals, age 16 and 17, at least one other person must be present in the pool or on the surrounding pool deck.
2. Except under certain circumstances, lifeguards are not on duty at LMC pool facilities. Life buoys and poles are readily available at poolside for emergencies. The "buddy

system” is strongly encouraged for all users.

3. Anyone with seizure, heart or circulatory problems should not swim alone.
4. All pool users must have a cleansing shower before entering the pool.
5. Running, diving and horseplay are not permitted in the pool and surrounding pool deck.
6. Anyone with a communicable disease, who has been ill with vomiting or diarrhea within the last two weeks, or who exhibits symptoms of cold/flu, inflammation or infection, is not be permitted to enter the pool.
7. Food and drink are not permitted in the pool water. Food and drink must be consumed in the wooden deck area of the outdoor pool. Plastic water containers are permitted on the surrounding pool deck.
8. Use of toys, equipment and balls that may disrupt other users is subject to approval of LMC management or staff member on duty.
9. Anyone entering the pool must wear appropriate swimwear. Clothing such as cut-offs, jean shorts, thongs or leotards are not acceptable in the pool.
10. Anyone entering the pool in diapers must wear protective covering (“swim diapers”) to prevent contamination. Diapers must be changed at a designated diaper changing station.
11. Street shoes are not permitted in the indoor pool enclosure. Shower shoes, swim shoes and booties are permitted. Street shoes should not be worn within ten feet of the outdoor pool.
12. Use of radios and tape/CD players is permitted with earphones only. LMC management may make exceptions to this rule for scheduled events or activities.

ADDITIONAL RULES PERTAINING TO HOT TUB/SPA POOL:

1. Children under the age of six are not permitted to use the spa pool.
2. Persons suffering from heart disease, diabetes, or high blood pressure should consult a physician before using the spa pool.
3. Women who are or might be pregnant should seek a physician’s advice before using the spa pool.
4. Users are asked to limit their stay in the spa pool to a maximum of fifteen minutes at any one session.
5. The maximum capacity allowed in the spa pool is ten individuals.
6. Users are asked to refrain from using the spa jets during class sessions.