



Birch Bay Village Community Club (BBVCC)

Standing Committee Meeting Minutes

Standing Committee Name: Safety & Security Committee

Date/Time of Meeting: January 13, 2025 / 5:00pm

Location: Clubhouse

ZOOM Information: Meeting ID: 885-8656-9122 / Password: 8055

Phone-in call only: 1-253-215-8782

Committee Members in Attendance =

<input checked="" type="checkbox"/> Billy Brown (zoom)	<input checked="" type="checkbox"/> Mike Lubow	
<input checked="" type="checkbox"/> Erin Ryan (zoom)	<input checked="" type="checkbox"/> Maureen Server (zoom)	<input checked="" type="checkbox"/> Dave Owen (Interim Chair)
<input checked="" type="checkbox"/> David Scheirman (Advisory Member)	<input type="checkbox"/>	<input type="checkbox"/>

Absent

<input checked="" type="checkbox"/> Erica Owens	<input checked="" type="checkbox"/> Franklin, Dave GM	
---	---	--

BBVCC Officers and Staff Present =

<input checked="" type="checkbox"/> Madeline Tremain, Asst. GM	<input checked="" type="checkbox"/> Brad Stoltzenburg, Safety/Compliance Officer (zoom)	<input checked="" type="checkbox"/> Ron Rehon, Safety/Compliance Officer (zoom)	<input checked="" type="checkbox"/> Justine Brooks (zoom)
---	---	---	--

Audience/Members Present

Susie Walker (zoom)	Dianna Latta (zoom)	Susan Scheirman (zoom)	Fred Cribbs (zoom)
Diane Gascon (zoom)	Sharron Chop	Anon iPhone User (zoom)	Ken Davidson
Tom Cormier	Leslie Barr	Kristin	

Call Meeting to Order: Time: 5:02pm

Roll Call, Quorum Present? YES NO

Approval of Agenda: Approved NOT Approved

Moved By: *No motion made to approve agenda



Motion Seconded By:

Motion Carried By:(Total)

Member Presentations (3 Minutes MAX)

Member Name	Comments
Sharron Chop - suggestions re: Speed Camera enforcement. She felt residents had not been properly informed that speeding citations were once again being issued. Interim Chair Dave Owen advised her this committee was not responsible for hearing appeals of speeding citations; she should bring such an issue to the board of directors meeting.	

Old Business:

1. Speed Enforcement - speed signs statistics, Radar gun/camera/trailer report. Warnings/Citations (Compliance).

- Brad S. updated the committee on speed camera and radar gun use. Notified the committee that speed enforcement warning signs have been ordered with the lakes signs. He also advised the office needs to improve its database of vehicle license plates and what property they are linked to; this is an information gap at present. He also confirmed that the patrol car is now sometimes using the hand-held radar device, but that no citations have been issued yet for same. Billy Brown asked him how often it was being used; Brad replied 'sometimes' and noted that (in his opinion) the fact that drivers see a compliance officer holding the radar gun is, in itself, a deterrent.

2. SOP's for use by Prime Security (final draft discussed at last mtg.) - update from GM

- awaiting comment from GM David F. who was not present at the meeting.

3. Main Gate, GateKey, Guest/visitor entry issues (paper pass, P.I.N. idea, etc.) - - discussion to keep or eliminate paper bar code process

Motion made to eliminate paper barcode process:

- *"A motion is made to recommend to the Board of Directors that Admin turn off the ability for the Gate Access Personnel to issue paper barcode passes."*

Moved By: Maureen Server

Motion Seconded By: Mike Lubow

Motion Carried By:(Total) Unanimous Approval



4. Surveillance Camera System; Final installation anticipated date (update from GM) Motion/Vote on Board Recommendation

- awaiting comment from GM David F. who was not present at the meeting, David O. brought forth a proposal from Security Solutions from January 2024 (\$117,951 + licensing). The proposal outlined everywhere cameras are going to be: gate house, common areas, marina, etc.
- Justine Brooks advised that GM David Franklin was receiving and considering bids/project proposals from several different potential Security Camera System contractors but she had no specific update information to share.

5. Emergency Evacuation Plan - Discussion re: potential Village-wide Emergency Action Plan

- It was noted that committee member Erica Owen volunteered to start by meeting with GM and setting an action item punch list, including bringing in Fire Dept. for a 'dry run' and familiarization exercise. Interim Chair Dave Owen suggested that perhaps new Asst. GM Madeline Tremain could begin to interface on this issue.

6. Resident concern, potential signage for Deaf Child Playing – discussion (any update – will this be actioned?)

- Mike Lubow reported on available Municipal Code aspects of the issue. And, there are pros and cons (within the industry) regarding posting of such signs or not. The committee recommended referring the issue back to the Office for a determination on next action if any.

New Business:

1. Poor exterior lighting concerns by BBV members.

Motion made to recommend lighting improvements in common areas:

- *“A motion is made to recommend to the Board of Directors that staff be instructed to improve the lighting situation around the Clubhouse, Office, and Marina in two phases: Phase 1, Interim: Fix the problem immediately with temporary landscape lighting with timers (not noisy or loud with generators). Phase 2, Long Term Plan: Find an expert to come in and recommend permanent solutions based on standards, and have permanent solutions installed by June 1st.”*

Moved By: Mike Lubow

Motion Seconded By: Billy Brown

Motion Carried By:(Total) Unanimous Approval



2. Committee Vote/Approval for Ken Davidson as new S&S Committee member.

- Ken Davidson has been on BOD three times, Marina committee for 10 years, drainage committee. Solid Volunteer. Moved here in 1999.

Motion made to approve Ken Davidson as a new S&S Committee member:

Moved By: David Owen

Motion Seconded By: Billy Brown

Motion Carried By:(Total) Unanimous Approval

Motion to Adjourn By: Billy Brown

Motion Seconded By: Mike Lubow

Adjournment Time: 6:41pm

Next Meeting Date: February 10th, 5pm