



Birch Bay Village Community Club (BBVCC) *Standing Committee Meeting Minutes*

Standing Committee Name: Safety & Security Committee
Date/Time of Meeting: January 12, 2026 at 3:00 pm
Location: Maintenance Conference Room (in person & via zoom)

Committee Members in Attendance:

<input checked="" type="checkbox"/> Mike Lubow	<input checked="" type="checkbox"/> Maureen Server (Zoom)	<input checked="" type="checkbox"/> Ron Bendschneider
<input type="checkbox"/> Billy Brown	<input type="checkbox"/> Ken Davidson	<input checked="" type="checkbox"/> Dave Owen (Interim Chair, BOD Liaison)
<input checked="" type="checkbox"/> David Scheirman (Advisory Member)		

BBVCC Staff in Attendance:

<input checked="" type="checkbox"/> David Franklin, GM	<input checked="" type="checkbox"/> Brad Stoltzenburg, Compliance	<input checked="" type="checkbox"/> Ron Rehon, Compliance
<input checked="" type="checkbox"/> Justine Brooks, Executive Secretary		

Guests Present:

Bob Edwardsen	Jason McEyes	
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Call Meeting to Order: 3:00 pm
Roll Call, Quorum Present: Yes No
Approval of Agenda: Approved NOT Approved
Moved by: Mike Lubow **Seconded by:** Ron Bendschneider **Approved**

Member Presentations (3 minute max):

Bob Edwardsen: Spoke regarding an incident report that he submitted regarding a dog (pitbull) attack. The Committee members discussed this incident with Bob and Dave Owen stated that there will be an investigation into the dog attack.

OLD BUSINESS

Speed Enforcement Program

Compliance reported that the speed camera has been intentionally damaged and it looks as though the object that broke the protective cover also pushed the lens back. The last communication with the camera was on January 1st at 1 am. The camera has been sent to traffic logic and they will let us know what the cost of repairs are when they get it. A police report has been filed with Deputy Douglas. The Committee reviewed the speeding report:

- 8211 Skeena – 10 over 26 mph**
- 8226 Sehome – 17 over 26 mph**
- 8250 Quinault – 38 over 26 mph**
- 5397 Salish – 14 over 26 mph**

There were 12 citations written over the last month from the speed camera and none issued from the lidar gun. With the lidar gun people are becoming more aware of it being out and slowing down immediately, they even slow down if something is being held up in or next to the compliance vehicle. The lidar gun was used for 25 hours in the last month.



The compliance team has been using the camera system to get more details on members and their guests, especially with license plates that are not in GateKey and adding the information that is found.

The Committee discussed the vandalization to the camera and that this is the second time that it has been vandalized in a little over a year that we have had it. The Committee asked that staff talk with the manufacturer to see what we can do for protection of the camera. Different options for protection of the speed camera were discussed.

Security Cameras

The GM gave an update on the installation of security cameras. NWTech will be here on Wednesday this week and will be giving staff and the gate access personnel a tutorial / orientation of how to use the cameras and the features. A standard operating procedure will be put together. The next area that will be getting cameras installed is the Marina, Office and fuel dock area, this will be the last phase and they should be installed in the next few weeks.

It was requested by the GM for the Safety and Security Committee to put together a policy and determine how the security footage can be used and how or what can be released to members. The policy would be a recommendation from the Committee to be approved by the Board. It is something that we should get ahead of because there will be a time, sooner rather than later, that this will come up.

The Security Policy draft was discussed briefly and Dave Owen will get a copy of that out to the Committee for review of the camera section.

Improved Lighting

The GM updated the Committee that the lighting at the pool, clubhouse, proshop and maintenance areas have been completed, with only parking lot lighting remaining, which will be completed around the same time as the summer paving work. It was noted that Semia has measured the lighting and the results showed that all building areas exceed code requirements for lighting.

Golf Course

The GM noted that the greens keeper has been improving the area of the new tee box and that the upper area has been abandoned, which has allowed the grass in that area to grow. Once we get more golfers out we will see if there is any improvement, which will not be 100% due to quality of golf players.

Golf Cart Registration

The Committee discussed the golf cart registration, Maureen noted that she was the 7th person to register her cart. It was noted that there have been some complaints regarding sticker placement. Staff will provide the number of registered golf carts for the February meeting.

New Sign on Nakat Way

The Committee discussed the new sign for the blind corner on Nakat Way and that the placement needs to be addressed as they are not where they should be.

Emergency Action / Evacuation Plan

This was sent out at the last committee meeting and there has been no response to it. The Committee will review and bring back comments so this can be discussed at the next meeting in February.

NEW BUSINESS

Committee Members

Dave Owen stated that this is the last meeting that he will be the Chairperson and that the committee needs to fill this position. The Committee also discussed that they need to fill two positions and discussed that the application for David Scheirman as a full committee member will be in front of the Board for approval at their January meeting. The Committee discussed Jason McEYea, who was at the meeting, who is a retired Air Force Medic and a Retired Detective from Bellevue. He stated that he would bring in an application to the office.

Review of BBV Incident Reports



The Committee reviewed this during the members presentation.

The Committee discussed the need to update the incident reports that are online. Maureen with work with Krista on making that more user friendly with the capability of adding pictures and continuous typing space.

Discuss initial review of traffic violation citation appeals

The Committee discussed the possibility of being the first review of the traffic violation citation appeals. This is a topic that the Board will discuss at their next meeting to help shorten their meeting length. The history of the Safety and Security Committee reviewing these violations in the past and having a Judge come out and give judgement on the citations. It was asked if this were to come down the line to get guidelines and to look into forming a subcommittee of the Safety and Security Committee.

GateKey Application Training

The Committee discussed that there are still members who are having issues with GateKey. Maureen, Ron, and Karie have been assisting members with getting them set up with GateKey. It was asked that they continue to promote the use of GateKey in the Bulletin and GM Weekly.

Motion to: have a GateKey training session at the Clubhouse with the date to be determined.

Motion by: Maureen Server **Seconded by:** Ron Bendschneider **Approved.**

Newsletter Topics

Maureen presented that the topics for the monthly bulletin are going to be:

- GateKey education.
- Emergency plan evacuation steps.
- AED locations.
- Incident report procedures.
- Golf cart registration reminder.

The Committee also discussed the egress opening on the lower emergency gate and asked if the GM had presented the Whatcom County Fire Marshal with the Los Angeles Fire department regarding the egress gate opening. With this they also discussed the memo that was requested of the fire marshal that we still have not received regarding the marina. The GM will run this by the fire marshal and try to figure out who has jurisdiction over the road right of way.

Motion to Adjourn at 4:31 pm

Motion by: Ron Bendschneider **Seconded by:** Mike Lubow **Approved**

Next meeting is scheduled for February 9, 2026 at 3:00pm