



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

Standing Committee Name: Safety & Security Committee
Date/Time of Meeting: June 8, 2026 at 3:00 pm
Location: Maintenance Conference Room (in person & via zoom)

Committee Members in Attendance:

Table with 3 columns and 3 rows listing committee members in attendance, including Mike Lubow, Billy Brown, David Scheirman, Maureen Server, Jason McElyea, Michelle Ihlan, Ron Bendschneider, and Dave Owen.

BBVCC Staff in Attendance:

Table with 3 columns and 2 rows listing BBVCC staff in attendance, including David Franklin, Justine Brooks, Brad Stoltzenburg, Amy Ashby, and Ron Rehon.

Guests Present:

Table with 3 columns and 2 rows for listing guests present, with Laura Bailey listed in the first row.

1 - Call Meeting to Order: 3:00 pm
Roll Call, Quorum Present: [X] Yes [] No

Approval of Agenda: Approve agenda with modifications to add brief discussion regarding golf course driving range.

[X] Approved [] NOT Approved

Moved by: Mike Lubow Seconded by: Ron Bendschneider Approved

Approval of Minutes: May 11, 2026

[X] Approved [] NOT Approved

Moved by: Billy Brown Seconded by: Michelle Ihlan Approved

2 - Member Presentations (3-minute max):

Golf Course Driving Range

A homeowner raised concerns about a new permanent driving range being established behind residents' homes, noting that it will have no nets for protection and could affect properties. The chairperson from the Golf Committee addressed these concerns by explaining that the range has existed since 2018 with temporary mats and those were in need of repair. This area is used during junior golf programs and now will be used for adult golf lessons. This area will have modifications that include using modified balls that fly shorter distances and implementing check-in procedures at the pro shop. The committee agreed to discuss supervision and safety measures at their upcoming meeting and invited the homeowner to attend either in person or via Zoom to express her concerns further.



OLD BUSINESS

3 - Speed Enforcement Program

Brad reported that the speed enforcement program issued 52 citations last month, down from 77 the previous month, and discussed plans to move the trailer to a different location. The program achieved an 88.2% compliance rate for drivers staying under 20 mph, representing a 28% improvement since first implementing 20 MPH speed reader signs in 2023. The discussion revealed concerns about Amazon contract drivers using resident lanes and their authorization to do. The committee discussed details from past meetings that included information about the drivers asking permission from the office and it was approved. Compliance explained that some specific vehicles have transponders that allow access (with permission from the office) to use the gate from the resident side.

4 – Update on Infrastructure- Security Camera, Common Area Lighting, etc.

The General Manager provided an update on security camera installation, reporting that Marina cameras are complete but the lower emergency gate location presents challenges due to line-of-sight issues, with next steps involving potential collaboration with Zipty for equipment placement. An update was provided on the common area lighting project, explaining that archaeological issues stopped the work after shell midden was discovered during excavation near the clubhouse. The project is now under review by Drayton Archaeology, with the potential for significant delays if significant archaeological resources are found.

5 – BBV Security Manual

The committee reviewed the update to change “daily patrol” to “regular patrol” in the BBV Security Manual.

6 – Emergency Action Info/ Evacuation Plan

The committee shared documents of previously established plans that are now outdated, and discussed tsunami evacuation planning, with a committee member raising questions about evacuation authority and the need to involve local law enforcement. The working group, led by Mike, Ron, and Maureen, agreed to move forward with developing tsunami evacuation plans as part of the broader village evacuation plan.

7 – Gate Key Workshop

Maureen is working on a date at the end of June to host the next Gate Key Workshop. It will be sometime during the week instead of on a weekend this time and hopefully again in July.

8- Reminder, Clubs & Committee Info Fair- May 30th

A committee member reported on the Marina Safety Day event which had good vendor participation including PrepareSmart and BERT team representatives. Maureen located and invited a fire extinguisher company that sells and services extinguishers that meet coast guard standards for boating safety.

The Committee Info fair table attendees reported that the Safety and Security table received more thanks than complaints and called the event successful.

9 – Discussion Youth Golf Driving Program

The committee discussed a youth golf cart driving program, with some expressing support for the idea but raising concerns about liability. The group agreed to pause the discussion until they receive definitive responses from the insurance agent and legal counsel regarding liability and policy changes.



10 – North Whatcom County Fire & Rescue Levy Lift Discussion (Jason Van der Veen, Fire Chief)

A committee member provided an update on communications efforts for the North Whatcom County Fire and Rescue Levy, including work with a marketing professional on emails, bulletin content, and potential video links that are factual.

NEW BUSINESS

11 – Incident Reports/ review of any significant submittals since last meeting

The Safety and Security Committee discussed several key issues including a resident's installation of rebar stakes in the right-of-way after village maintenance mowed native plants she had planted in the right of way. The committee agreed to have the ACC chair and committee members meet with the resident to clarify property boundaries and explain regulations, as she was under the incorrect assumption that the plants were on her property.

There was discussion around incident report notifications and processes. Staff confirmed they are working to address the problem of compliance not receiving incident reports, and the group discussed creating a clearer protocol for handling and distributing these reports. The committee established that incident reports should first go to the safety and compliance officer and chairperson of the safety committee before being shared with the full committee. The discussion also touched on specific incident reports, including one about a flashlight being shined on trees, and dogs barking.

12 – Reminder- BBV Volunteer Appreciation Dinner

The committee chair announced a reminder about the Volunteer Appreciation Dinner June 13, 2026 at 3pm.

13- Observations about current stop signs compliance

The compliance officer reported that tickets are being issued for those who disregard the stop signs while noting the inconsistency of sizes in signs. The committee then discussed taking an inventory of stop signs around the village. A couple committee members volunteered to conduct a field audit of current stop and yield signs to determine if changes are needed.

14- Upcoming on the calendar: July 4th celebrations, Fireworks

Regarding July 4th celebrations, the committee discussed plans for public safety officers to patrol and document firework activity the same as last year.

15- Additional Items for next month's agenda

16- Future topics, info for members & communication issues for upcoming bulletin

The committee agreed to make fireworks compliance the focus of the July 1st bulletin with additional information about the Gate Key workshop.

The committee also discussed extending Maureen Server's term on the committee for another year..

Motion to: Recommend to the Board extending Maureen Server's term for one more year.

Moved by: Michelle Ihlan **Seconded by:** Mike Lubow **Approved**

Motion to Adjourn at 5:09 pm

Motion by: David Scheirman **Seconded by:** Ron Bendschneider **Approved**



Next meeting is scheduled for July 13, 2026 at 3:00pm