

Circle Rep Minutes and Subsequent Updates, Board Enquires and Recommendations March 14th, 2026.: Circle Rep meeting Brier @ 10 am

Circle Reps in attendance: 3, 4, 8, 13, 20, 22, 34, 35, 38, 45, 46, 54, CW and 6 members

Chaired by: Jen Tindale 08-04, Vice Chair Rob Kipps 40-03

Agenda was emailed out to Circle Reps on March 10th, 2026.

GM Update –Brittany Record.

- 1) WIFI – The new internet service will not be installed in the park until late September. Members currently using Ecco Wireless for their internet access should deal directly with the company to extend their services through to the end of the summer.
- 2) Lora Lane – Please refer to the correspondence from the park (March 12th, 2026) for all the updated information.
- 3) Teen Swim – No swimming alone during the teen swim. GM looking for input on how to manage the scheduled Teen Swims for the upcoming season.
- 4) Pool Call Button – There will be an emergency call button installed at the pool that will be a direct link to 911.
- 5) Site Compliance – GM confirmed that an inspection of every site will be made this spring. **Only those sites with infractions or concerns will be contacted.**
- 6) Elm – The building has received a refresh with new paint and bathroom updates. The Board has approved roof replacement scheduled for April 2026.
- 7) Signage – New signage for the park has been ordered. **PLEASE READ! IMPORTANT CHANGES HAVE BEEN MADE! Learning and following updates will help the membership not incur added expenses!**
 1. SAUNA- please rinse off before entering sauna and sit on a towel
 2. LANDFILL ONLY (household garbage)– please see NEW signage below
 3. RECYCLING ONLY- please see NEW signage below (only a few items are considered recyclable in Whatcom County)
 4. CARDBOARD ONLY- please break down and flatten. Please see NEW signage below
 5. GAGA PIT- ‘how to play’
- 8) **Park will now only have bins for following:**
 - a. **LANDFILL** (only household garbage)
 - b. **RECYCLING** (aluminum and tin cans, plastic (bottles, jugs), glass bottles and jars (no lids or corks) **** no clamshell containers or waxed cartons ****)
 - c. **CARDBOARD (broken down and flattened)**
 - d. **YARD WASTE** (only grass and weeds) NO BAGS OF ANY KIND **** large branches, shrubs, etc. to be taken up to dump

GM FOLLOW-UP: GM to investigate portable steps to aid members in dumping out yard waste bags

****** BINS FOR COMPOST, MIXED PAPER AND FLEXIBLE PLASTICS HAVE BEEN PERMANENTLY REMOVED******

- 9) New Dump & Misc. Fee Schedule/Recycling Permit– **Please see new fee schedule below**
- 10) Circle 17 – Scheduled to be re-seeded following the Easter Egg Hunt; small Cedar trees planted along Acadia and Circle 17 will be removed at same time.

Chair thanked Brittany for attending the meeting and all the great information that she shared.

OLD BUSINESS

- 1) Garbage
 - a. As the new fees are reviewed, Reps wanted to ensure that the fees represent a cost recovery.
 - b. Circle Rep discussion on what would be the timeline be for re-assessing if the new system is working?

GM FOLLOW-UP: New signage and systems will be closely monitored by park staff; Changes will be made if required. First violation will be education; after that FINES WILL BE IMPOSED

- 2) Use of Gate Cards – Circle Reps voted unanimously to recommend to the Board that member gate cards could be used by a family member or friend being the site owner is ultimately responsible for their use of the park.
 - a. There was substantial concern from Reps about people simply walking into the park without security guards present at the gate.
 - b. It was also suggested that when the security shack is left unattended, their expected return time should be posted; not “back in 15 minutes”.

GM FOLLOW-UP: included in delayed Lora Lane project is new gate system (will include “member” and “guest” fobs); someone from security will be in new guard shack 24/7

NEW BUSINESS

- 1) Landscaping – It was suggested that the hanging baskets only be installed at the front of the park so they can be properly maintained (as they didn’t fare well at Elm or Upper deck at pool) Maybe have more in ground planting around pool?

GM FOLLOW-UP: hanging baskets will be maintained by Birch Bay Lawn Care; none will be on upper pool deck

- 2) Circle 17 Playground
 - a. Can the swings be adjusted to heights that are useable and consistent?
 - b. When will the playground wood structure be painted and the sand pit cleaned up?

GM FOLLOW-UP: will adjust swing heights using tamper resistant chains (membership is asked to please not tamper with heights); wood structure will be painted (waiting on nicer weather)

- 3) Teen Swim – **It is a RECOMMENDATION TO THE BOARD THAT AN ADULT VOLUNTEER BE AVAILABLE FOR TEEN SWIMS MONDAY TO THURSDAY. THE ADULT WOULD SIGN A WAIVER AT THE OFFICE AND HAVE ACCESS TO THE POOL TOYS.**
 - a. There was a concern that having a gathering of teens could result in a liability to the park.
 - b. The volunteer sign-up system worked well two years ago when there were no hired pool attendants
 - c. If there is no adult volunteer prior to the start of Teen Swim, the event would be cancelled for that day.

d. Pool Attendant will be available for all Teen Swims on Friday – Sunday and Holidays.

GM FOLLOW-UP: is thankful for the feedback and suggestion

- 4) Hockey Nets – There was a request by a member to have the hockey nets moved back to the South side Brier.

GM FOLLOW-UP: hockey nets will be moved back to south side of Brier

- 5) Pool Attendants
 - a. Last year many of the pool attendants were seen spending too much of their time on their phones, reading etc. It was suggested that the job description be expanded to include more things like light weeding, resetting of chairs as they become vacant and regular patrol of pool deck to pick up pieces of debris.

GM FOLLOW-UP: pool attendants are hired to have eyes on the members using the pool; weeding/planting within pool area will be looked after by Birch Bay Lawn Care

- 6) Rule Changes
 - a. It was noted that all rule changes for the park require a 30-day notice to members

GM FOLLOW-UP: an updated rules and regulations document is being currently worked on (will encompass several changes) and will be brought forth at next 2026 GM

- 7) Kudos
 - a. It was acknowledged that the members are appreciative of the information that is being provided via the Circle Rep Meetings

CIRCLE REP MEETING SCHEDULE

- April 11th, 2026. ☞

Circles/Roads that need Circle Reps 1, 2, 5, 6, 7, 12, 14, 15, 16, 18, 25, 28, 30, 33, 36, 42, 43, 47, 54, 1MR and 2TR Please contact Jen Tindale if you would like to participate in this group that provides constructive feedback to the Board and GM.



LANDFILL ONLY

No Electronics

No Appliances

No Lumber

No Tires

No Furniture

No Batteries

No Propane Tanks



RECYCLING ONLY

Aluminum Cans and Tin Cans

Plastic Bottles, Jugs, Tubs - with Lids

Glass Bottles & Jars - no Corks or Lids

No Clamshell Containers

No Waxed Cartons (ex: half-gallon milk)



CARDBOARD ONLY

ALL CARDBOARD MUST BE
BROKEN DOWN AND
FLATTENED BEFORE
GOING INTO THE BIN



Birch Bay Leisure Park
RECYCLING PERMIT

Site #

The Landfill Is Available to Members Only. All Contractors Must Dispose of Materials Off-Site!

- We now accept expired or defective 10-gallon propane tanks for a \$10 disposal fee.
- Members who use the BBLP landfill agree to the charges, which will be billed to your site on Appfolio.
- Members found using the landfill without a permit will be subject to a citation and/or fine.
- Members who fail to dispose items properly in the designated bins may be subject to a citation and/or fine.
- We do not accept concrete, bricks, gypsum, drywall, or appliances. Appliances include (*but are not limited to*) refrigerators, stove/ovens, microwaves, freezers, dishwashers, air conditioners, etc.

BBLP STAFF: PLEASE CHECK ALL APPLICABLE ITEMS

NO CHARGE FOR: Aluminum/Steel Recycling, Grass Clippings or Small Amounts of Yard Waste

Item	Cost	#	Item	Cost	#
Full truck load – misc./construction	\$20.00		Gutters, siding, skirting, window frames	\$10.00	
Mattresses and Box Springs	\$20.00		Propane tanks up to 10 gallons	\$10.00	
Couches, Sofas, Loveseats	\$15.00		Small furniture (end table, foot stool)	\$5.00	
Recliners or Easy Chairs	\$10.00		Patio Chairs / Dining chairs (non-metal)	\$5.00	
Toilets, sinks, small single cabinets	\$10.00		Window Blinds and Shades	\$5.00	
Patio Tables / Small tables (non- metal)	\$10.00		Tarps, canvas, covers	\$5.00	
Indoor/Outdoor Rugs/Carpet Padding	\$10.00		Furniture cushions- per set of 2	\$5.00	
Non-Standard Amounts of Yard Waste	\$10.00		Other:		

BBLP Rules & Regulations, Mar 20th, 2022

SECTION C. MAINTENANCE RESPONSIBILITIES

3. Refuse and garbage must be bagged, tied, and placed in containers at the front provided by the Association Administration Building. If a container is full, garbage must be taken to an alternate container.

The disposal of electronics, old appliances, brick, and concrete is the member's responsibility. They must be removed from the park or arrangements made for removal by the member and or a contractor.

- a) The improper use of brush bins will result in a fine and cleanup at the member's expense.
- b) Use of garbage containers and brush bins must be in accordance with posted regulations.

I have read and understand the above information and will abide by the guidelines. I understand that failure to do so may result in fines or disciplinary action(s).

Printed Name: _____

Site: _____

Signed: _____

Date: _____

Staff Only: Vehicle License Plate: _____

Staff Initial: _____

\\SERVER\BBLP Files\Garbage-Compost-Recycling\DUMP PERMITS\2025 Recycling Permits.docx Charge entered by _____