

Surface Water Management Advisory Task Force Charter

Background

In 2019, Lakeside engaged the services of an engineering firm to provide a comprehensive overview of the state of Lakeside's streets given apparent deferred maintenance needs. In 2022, the Lakeside Association Board of Directors (the "Board") authorized the creation of the Streets & Drainage Advisory Task Force (the "SDA Task Force" or "SDA") – a collection of Lakeside staff, Board members, and community members with relevant subject matter expertise – to review and advise the Board and management on the scope of street repairs and the contracting process. An extensive effort to solicit feedback from the Lakeside community and to keep key stakeholders, including leaseholders, apprised of project developments followed. Ultimately, a contractor was engaged to repave Lakeside's streets and provide stormwater mitigation to the extent feasible with Lakeside's financial resources, the challenges of Lakeside's physical geography, and regulatory limitations. The second and final phase of this project will be completed by spring 2027. The SDA Task Force work will conclude at that time. The Board and Administration extend their sincere thanks to all SDA Task Force members for their significant contributions of time, expertise and the progress realized.

While some "local drainage solutions" have been implemented as part of the SDA Task Force work, Lakeside continues to face significant challenges in surface water management, including stormwater flow, runoff impacts, erosion, infrastructure strain, and long-term environmental stewardship. These issues affect streets, parks, natural areas, commercial and residential properties. These require coordinated planning, engineering expertise, and community engagement to address.

The Lakeside Association has commissioned preliminary assessments and data collection to better understand current conditions and potential solutions. Given the complexity of the issues and the high level of community interest, the Board is establishing a Surface Water Management Advisory Task Force (SWM Advisory Task Force) to support staff and provide structured recommendations.

Authority

This Task Force is established by action of the Board pursuant to Article IV, Section 9 of the Bylaws of The Lakeside Association.

The SWM Advisory Task Force is advisory only and does not possess independent authority to bind Lakeside, commit Lakeside funds, or allocate project costs. All final decisions

remain with the Board. The Finance Committee will evaluate potential funding sources for recommended projects, including Lakeside assessment funds, other Lakeside budget sources, cottage owner sources, or a combination of these. The Finance Committee will make recommendations to the Board for final approval.

The SWM Advisory Task Force does not make decisions on behalf of the Board. Its role is to:

- Examine matters within its scope
- Develop recommendations for Board consideration
- Serve as a resource to Lakeside staff when specific expertise is needed

Membership

- The SWM Advisory Task Force will include community members, Lakeside staff and Association Board members, including one of the Lakeside Property Owners Association (LPOA) nominees to the Board. Members and Advisors will be recommended by the CEO and appointed by the Board Chair.
 - Task Force Members will consist of several Association Board members and up to five members with professional expertise in engineering, hydrology, environmental science, construction, infrastructure planning, financing, and/or a deep understanding of Lakeside's unique ecosystem.
 - Task Force Advisors will include community members who have general construction or project management experience. Advisors will be included in specific briefings and discussions as appropriate. Their input will be solicited at the start of the SWM work.
- The Board Chair may fill vacancies as needed.
- The Board Chair may remove a member at any time, with or without cause.

Responsibilities

The SWM Advisory Task Force will partner with Lakeside Executive Staff and the Board to interview and manage contracted experts plus provide recommendations in the February report regarding:

- Prioritization of needs and recommendations identified in preliminary assessments
- Phasing and timing of proposed projects, including trials of possible solutions during the SWM six month timeframe.
- Integration of environmental stewardship and long-term sustainability principles

- Identification of community impacts and mitigation strategies
- Estimate, to the extent feasible, the cost impacts of recommended solutions
- Support the Finance Committee evaluation of potential funding options

Operations

- The SWM Advisory Task Force will meet as frequently as necessary to complete its work and submit its report by February 5, 2027, unless the Board or Executive Committee authorizes additional work after the February 19, 2027 Board meeting.
- Co Chairs will be appointed by the Board Chair and Vice Chair.
- Co Chairs will call meetings, set agendas, and establish objectives in partnership with the CEO.
- A majority of members will constitute a quorum for an in person or virtual meeting.
- Routine procedural matters and interim recommendations require a majority vote of members present when a quorum exists. Approval of the final report and recommendations requires the affirmative vote of a majority of the Task Force Members, either in person or via email.
- Minutes will be taken at all meetings.
- The SWM Advisory Task Force will report regularly to the Board.
- Presentations to community groups may be requested; content must be approved by the CEO, Task Force Co Chairs, and the Board Chair.
- The CEO will lead official community communications and engagement efforts. The Task Force may receive and consider community input as part of its work, consistent with a community engagement process coordinated by the CEO.
- The CEO and Vice President of Municipal Services will serve as staff liaisons and attend all meetings.
- Guest experts may be invited as needed.
- Administrative support will be provided by Lakeside staff as assigned.

Timeline & Meeting Expectations

The Advisory Task Force will meet every two weeks at the outset and monthly thereafter. Preliminary milestones include:

- Week 1: Draft the charter, request final approval from the Board on August 7, 2026 and recruit members and advisors.
- Week 2: Begin scheduled meetings.
- Submit the written final report with recommendations by February 5, 2027, two weeks prior to the February 19, 2027 Board meeting.

SWM will conclude its work with the presentation of the report at the February 19, 2027 Board meeting. Any Task Force extension must be completed before August 2027, unless the full Board expressly extends its term.

Other Matters Regarding Stormwater Management

1. Communication with the Lakeside community regarding stormwater management is critical. As provided under Operations, the CEO will coordinate official communications and community engagement, and the Task Force may receive and consider community input as part of that coordinated process.
2. The role of the SDA Task Force will conclude with the completion of the current paving project, currently projected for spring 2027. SWM requests the SDA Task Force include street maintenance recommendations in the final SDA report. The objective is to ensure the streets remain viable for as long as economically feasible.

Approval

This charter is approved on **August 7, 2026**.

Respectfully submitted,

Rachel B. Miller, Secretary -

A handwritten signature in cursive script that reads "Rachel B. Miller".