LAKE MANAGEMENT COMMITTEE CHARTER

PURPOSE:

To develop and implement guidelines which focus on the use, protection, preservation, and enhancement of Deer Lake, its streams, wetlands, and the dam, in harmony with the mission of the conservation organization, Conserving Carolina (CC) and the Conservation Easement Management Committee (CEMC) of the Deerlake Village Community Association (DVCA).

MEMBERSHIP:

a. The maximum number of members for the Lake Management Committee (LMC) is nine (9). As necessary, additional members may be requested with approval of the DVCA Board.
b. The chair and members of the LMC are appointed by the DVCA Board to three-year terms.
c. Individuals may be reappointed by the Board to serve multiple consecutive or non-consecutive terms.
d. No member of the Board shall serve as Chair of the LMC. However, a Board member may serve as a non-voting Acting Chair until another chair can be recruited.
e. No more than one member of a household can be a member of the LMC.
f. The LMC may invite volunteers to become Friends of the Lake to assist and advise on special projects.

MEETINGS:

a. The LMC will meet quarterly or as needed.
b. Minutes shall be taken at each meeting and following approval by the committee, copies shall be sent to the LMC Board liaison.
c. At meetings of the LMC, a majority of the currently appointed committee members shall constitute a quorum for the transaction of business and acts of the majority of the committee members present at a meeting at which a quorum is present shall be acts of the LMC.

GENERAL RESPONSIBILITIES:

a. Prepare quarterly and annual reports for the DVCA Board.
b. Prepare and submit the annual operating and reserve budget proposals to the DVCA Treasurer. Reserves will be maintained for projects planned to be completed within the next 10 years. An exception can be made for high-cost projects that are scheduled for more than 10 years that exceed $35,000. Reserve items should not be funded for more than 20 years maximum. If the estimated total cost of a proposed new or revised, where the scope of the project has changed from the original, reserve funded project is $65,000 or more, inflation adjustments being the exception, the chair of the proposing committee will schedule and brief the DVCA Board on the project prior to submission to the Finance Committee. After Board presentation and discussion, the board will determine if the project(s) is/are rejected, must be modified, requires additional information and then should be presented to the community at large for discussion and comments at a special meeting and described in the Deerlake Diary, before approval to submit to the Finance Committee. All steps must be presented no later than August 15th.
c. Establish and follow dam inspection and maintenance schedules. (See section below)
d. Develop recommendations for the Board regarding lake use, rules and regulations, policies and enforcement procedures. Compliance with PART 6 LAKE RULES is the responsibility of all Deerlake community residents. Formal warnings and penalties are the responsibility of the DVCA Board of Directors.

e. Collaborate with the Emergency Preparedness Committee (EPC) to develop plans to cope with unexpected events related to the dam and spillways.
f. Collaborate with the Landscape Review Committee (LRC), the Architectural Review Committee (ARC), and the Maintenance Committee (MC) to minimize negative impacts on Deer Lake from new construction, landscape modifications, and landscape treatments.
g. Collaborate with the Conservation Easement Management Committee (CEMC) in managing and protecting the lake, associated wetlands, feeder tributaries, and the dam.

LAKE RELATED RESPONSIBILITIES:

a. Have water samples tested as needed to assure healthy lake conditions. Report the results of all such tests to the DVCA Board with recommendations for remediation of any problems.
b. Monitor the warm water fishery and vegetation in the lake to assure that a proper balance of species is maintained in a healthy environment. Stock fish as appropriate.
c. Identify environmental conditions such as erosion, silt accumulation, weed control, undesirable aquatic species, and pollutants from runoff which could adversely affect the lake or dam.

DAM RELATED RESPONSIBILITIES:

a. Conduct regular inspections of the structure of the dam, seawall, shoreline and spillway to assure that needed maintenance is performed in a timely manner (see Dam Inspections section below).
b. Remove debris and vegetation around the siphon valve, the outlet pipe at the plunge pool, and along the outlet creek as needed. Re-establish grass cover on dam as needed. Replace/replenish shoreline as needed.
c. Maintain the siphon drain empty (not primed) unless it is needed in the near future. d. Fully test the siphon drain system at least once each year.

DAM INSPECTIONS:

a. Schedule standard monthly dam inspections by an LMC member.
b. Conduct biannual dam inspections by the LMC that includes piezometer and drain pipe monitoring.
c. Accompany the NCDENR inspectors during their dam inspections. Review recommendations resulting from NCDENR inspections and report on them to the DVCA Board.
d. Use NC State NCDENR “Operation Maintenance and Inspection Manual” report forms to document monthly and biannual dam inspections. Notify the Emergency Preparedness Committee and the DVCA Board of any significant irregularities or concerns.
e. Inspect and report on: seepage/wet areas, toe drain flow, slides/cracks; outlet pipes (condition, seepage, or blockage), rodent activity, vandalism, slope protection/riprap, slope erosion, condition of vegetation cover, spillway condition, siphon drain condition, and settlement on crest.
f. Follow-up and monitor any actions that take place and are required to remedy any negative findings that result from these inspections. Report on the progress of these activities to the Board through the designated Board liaison.

SEDIMENTATION ABATEMENT:

a. Monitor the accumulation of sediment inside and outside of the walled Lambo Creek forebay and the boat livery forebay, as well as the Conserving Carolina Area B bay, and homeowner lots 4 & 5 bay.

b. Budget, schedule and contract for forebays and bays to be dredged as necessary.

c. Monitor the accumulation of sediment in the main lake basin and budget for and schedule dredging as necessary.

RECORD KEEPING

a. Maintain electronic and/or paper records of meetings, dam inspections, reports, projects, contracts, budgets, and other LMC business relating to the function and maintenance of the dam, the lake, and the properties, shorelines, wetlands, and tributaries associated with the lake.

b. Insure that LMC electronic and/or paper records are readily available to LMC members and the LMC Board liaison.

The LMC Charter was approved by the DVCA Board of Directors on the 14th day of August 2025.