

LAKE MANAGEMENT COMMITTEE CHARTER

PURPOSE:

- To develop and monitor guidelines which focus on the use, protection, preservation, and enhancement of the Lake and Dam in harmony with the standards of the Conservation Easement Trust Agreement.

GOALS:

- To establish and follow procedures which will enable DVCA to properly maintain these facilities.

MEMBERSHIP:

- The Board of Directors will appoint a chairperson who will recommend for Board approval, committee members to represent all areas of the community.

RESPONSIBILITIES:

- Use resources of the North Carolina Department of Environment and Natural Resources and other governmental offices dealing with lakes and dams to achieve goals.
- Prepare the annual budget request including reserve requirements.
- Monitor all new construction issues as they affect the lake and dam with the Architectural Review Committee and work to bring such issues to a satisfactory resolution.
- In case of an emergency, work with the Emergency Preparedness Committee to alert the proper authorities.
- Develop and store records related to the dam and lake.
- Establish and follow dam self- inspection and maintenance schedule. * (See schedule below)

LAKE RELATED

- 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.
- Monitor the fish population and vegetation in the lake to assure that a proper balance of species is maintained in a healthy environment. Stock fish as needed.
- Identify environmental conditions such as erosion, silt infiltration, weed control, undesirable aquatic populations, pollutants from runoff, which could cause damage to or adversely affect the lake or dam.
- Monitor for rodent control and take steps to remediate.
- Develop recommendations to the Board regarding lake use, conduct rules, policies and enforcement procedures.

(The Lake Committee assumes no responsibility for policies, procedures or penalty enforcement as these responsibilities are vested in the Board of Directors.)

DAM RELATED

- Regularly inspect the structure of the dam, seawall, spillway and dock to assure that needed maintenance is performed in a timely manner. Notify the DVCA Board of irregularities or concerns.
- Maintain a record of all dam self-inspections per the requirements of the NCDENR "Operation Maintenance and Inspection Manual." (Available on the Internet.)

- Whenever possible, accompany the NCDENR representative during their annual dam inspection. Facilitate recommendations from that inspection.
- Arrange periodic inspections of the dam with a DVCA selected professional engineering firm. Submit the results to the DVCA Board with any recommendations resulting from that inspection.
- Follow-up and monitor any actions that take place and are required to remedy any negative findings that are a result of these inspections. Report on the progress of these activities to the Board through the designated DVCA liaison.

MEETINGS:

- The committee will meet quarterly or as needed. The committee will prepare quarterly and annual reports for the Board of Directors. Minutes are to be taken at each meeting and a copy submitted to the DVCA Board through the designated DVCA Board liaison after approval.

ANNUAL BUDGET:

- Develop budget requests as part of the DVCA budget process. Discuss request with the DVCA Board liaison prior to submission.

***Self-Inspection Schedule:**

- Every three months: Check water level in piezometers, (There are 3 in the top of the dam surface.) seepage/wet areas, toe drain flow, pool level, slides/cracks; outlet conduit (condition, erosion, vegetation or blockage, seepage around); rodent activity; vandalism.
- Yearly: slope protection/riprap; erosion; condition of vegetal cover; spillway conditions; Lake drain condition; settlement along crest.
- Check and clean out forebays as necessary.
- Record rainfall within the area for use in association with dam maintenance activities/reports.

Maintenance:

- Lubricate Lake drain valve stem.
- Open drain valve slightly (2-3 turns of screw) on an annual basis and record the nature of the water flow through the drainpipe. This is done to clear out silt and insure proper valve functioning.
- Re-establish grass cover as needed.
- Repair erosion as needed
- Repair rodent damage as needed.
- Remove debris around outlet pipe and within spillway as needed.
- Replace/replenish riprap as needed.

The Lake Management Committee Charter was approved by the DVCA Board of Directors on the 15th of February 2011.