LCC Minutes Approved

Date: 5/19/26
Time: 6:00
Location: Zoom

Call to Order – by Mike Gowrylow at 6:05

Meeting Rules – read by Alicia Roberts Frank, with added disclaimer by Mike Gowrylow: the purpose of the meeting is to conduct board business, not for individual community members to promote their own agendas or point of views, including adding links in the chat.

Roll Call

- Board Members: Alicia Roberts Frank, Mike Gowrylow, Fred Yancey, Leslie Turner, Helen Kuebel, Louise Becker, Susan Lindquist
- VIS - Nicole Eby
- Community Members: Carol Gruen, Elle Burger, Carol Gruen, Alice Hart, Andrus family, Cathy Johnson, Chris Meserve, Craig Burger, Rick Stence, Jason Kinn, Jeff Wagnitz, Linda Panowitz, Michael Frank, Randy Lubert, Jeff Wagnitz, Robert Panowitz, Cathy Johnson
- Ralph – Security

Approval of Minutes: April 21, 2026

⚖ Motion of removing link to Bylaws Subcommittee Minutes – passed

⚖ Motion to accept remaining minutes – passed

Community Comments (board members listen only)

Informational Items

- Board Announcements
  - Update from Safety & Security Committee on Town Hall
  - Treasurer Report – finance committee is about to work on the budget – things currency looking – will start in August
- Contracted Staff Announcements/Reports/INFORMATION
  - Security – Ralph Oliver
    - 210 miles on patrol – 3 residences requested security checks
    - No reports in April
    - This month - few speeding cars and little suspicious activity; there was a bike ridden into the lake; wrist bands haven't changed
  - Common Areas -- CAM Mike Frank
    - Parks are busy – bike sunk in the lake – kids rode it off West Side Lake, then took it to diving board dock from which it was sunk, along with a kayak; CAM investigated possible missing kayak; he will work to retrieve

        - Vandalism worse than he's ever seen – bike tread marks on Main Rec doc; community gardens, mole traps stolen…trying to say on top of it all (a community member fished a lawn chair out of the lake and a random kayak)
            - Please make sure your craft are locked up
        - Trail cams have come in - will try to get up soon, especially facing docs
        - The criminal mischief should be reported to the police by the witnesses
        - Leak at Tot Lot has been repaired/finalized - had to wait for city inspection, then done and buried almost 2 weeks ago
        - Load of fill added to West Side to the low spot and it has been seeded and roped off (for the grass to grow)
        - Getting bids for asphalt – will forward to the board
        - Working on bids for fencing repair for Tot Lot where a tree fell on it years ago (had to be cleared first)
        - Courts are going to be cleaned (budget permitting)
        - Started checking prices on memorial benches for Dog Park - William Murry suggested making them, with memorial edges (Rob Panowicz can help with this)
        - Thanks to Sean Clowers for help cleaning up parks
        - Picnic Tables at Main Rec have been pressure washed
    - VIS – Nicole Eby
        - They now have 3 compliance officers to assist managers – today was their first; still working to make sure they're done accordingly with time frames and community expectations
- **Committee Reports** (given at Planning Session)
    - Compliance Committee – will report at the board meeting
    - Architectural Approvals – Jeff Schock/Wagnitz
        - 1 replacement for an existing fence
    - Events – Alicia Roberts Frank
        - Meeting upcoming 5/25 at West Side at 9:00 am to plan for summer events
        - Past Events: none since April meeting
        - Upcoming Events: Social Hour 5/29 @ 6:00 @ Main Rec Park
    - Lake – Al Hatten/Leslie Turner
        - June 25th Town Hall Meeting @ 6:00, Main Rec, Bring a Chair
    - Stormwater – Al Hatten/Leslie Turner
        - Town Hall on June 25 (see above)
    - Urban Forest – Marian Bailey
        - Nothing new
    - Gardens – Christina Morse (not every month)/Susan Lindquist
        - Gardeners are working together to water and work on pathways among gardens

- Goose Deterrent Committee – Sheila McCartan
  - NA
- Long Range Park Planning – Mike Frank
  - Not yet
- Finance – Re newsletter advertising, looking at procedures to address privacy concerns, particularly with regard to children, looking at ways to mitigate risks, also looking for a new member to finance committee, next meeting is May 28, Leslie's house, 11a
  - Issue is safety of children whose names and contact information are in the classifieds, which can be eliminated from version that is distributed outside of neighborhood
  - Draft Agreement for Newsletter Advertising
- Governance/bylaws – Fred Yancey
  SMITH RESPONSE AND BY-LAW SUGGESTIONS
- Code enforcement – SUGGESTED LETTER FOR VIS TO USE
- Nothing to add from last meeting - looking for approval of revised draft letter for VIS to use
- Safety & Security – Carol Gruen
  - Future meetings as needed
  - Report
    - Town Hall 5/14 @ McLane Elementary School at 6:00 with Zoom option - see below
  - Research cost of our own speed monitoring equipment
- Technology – Elle Burger
  - Not met since last meeting
  - Waiting for feedback/communication from board

Additions or deletions to agenda

- Added to new business

Old Business

Topic	**Discussion or Action**	**Notes & Details**
Registered for the Neighborhood Assn.	Information	https://share.google/3mKkevlgaJ52KBKFV
Management bids	Action	Spreadsheet of RFPs Folder of Materials
We will discuss the bids at the June planning session to make a decision at the June Board Meeting		

Guidelines for Committees Re Minutes, Zoom use, etc.	Action	Alicia's drafted an addition to the Committee Communication Procedures
⚖ Motion to pass; seconded – passed		

New Business

Topic	Discussion or Action	Notes & Details
Asphalt Bids regarding for entrances to Main Rec	Action	3 options from one company who replied (after contacting several) CAM is waiting on additional bids
⚖ Motion to defer until June meeting; seconded; passed		
CARE committee	Information	Community members are welcome to create one and advertise through the Ken Laker
Compliance letter adoption Link will need to be added to letter	Action	Adopt Compliance Letter and Add Q&A Document to Website: See KL website
⚖ Motion to adopt letter with Q&A linked, seconded; passed		
Change of form for park reservation	Action	https://docs.google.com/forms/d/e/1FAIpQLSeWicrl_sRe_JzyPjgOAfpe87lE_tJjUFSSqTp3xmz5Hjw63g/viewform
⚖ Motion to add to the form: Description of event, timeline to expect response (48 hours), and possible need for additional port-a-potty and other services for large groups at the discretion of the board; seconded; passed		
Changes to park rules	Action (creating proposal & plan for eliciting feedback)	Board can come up with a proposal, but should be open to feedback from community before finalizing

⚖ Motion to defer action to park rules; any changes at this point are editorial (adding date revised); seconded; passed		
By-Law revision next steps SMITH RESPONSE AND BY-LAW SUGGESTIONS	Action	Suggestion to start with sections 1 & 2 Create a plan for public participation Documents for the Bylaws
⚖ Motion for a plan: Create a workgroup to update CC&Rs led by Fred with meetings at his house with a zoom option with the goal to have a finished document to share with the board, the attorney, and the community; this has to be in place by 1/2028. There will be town halls to provide opportunities for community input. Seconded; passed		
Fine process for violations/the fine structure	discussion	The process of sequencing of fines – needs to be discussed in executive session
⚖ Motion to address in executive session; seconded; passed		
Finance Committee Draft Agreement: https://site-3eheybcj.dewsecdn1.dotezcdn.com/uploads/4736a3275ff347d08648661ce3705d56.pdf?v=261805120828	Action	Advertising in Newsletter Proposal to begin soliciting advertising in the HOA newsletter; Seeking approval in order to solicit advertisements – to at least offset the cost of printing the newsletter; will consider dedicating funds to other projects; objective is to supplement main source of revenue (assessments)
⚖ Motion to adopt with editorial changes and support the committee's endeavor; seconded; passes		
Permit Report	Informational	Reviewed and created by Louise

Executive session to address appeals, delinquencies and violations & compliance

⚖ Motion to accept the recommendations of the board regarding compliance issues and delinquencies - passed

Motion to move into executive session again to address items below; seconded; passed

- Changes to Independent Contractor Contracts & job descriptions
    - Clerk contract suggestions
    - Safety duties description suggestions

    - Common Areas Manager contract suggestions
- Fine process for violations/the fine structure

⚖ Motion to adopt clerk contract and duties description; seconded; passed

Adjournment

⚖ Motion to adjourn; seconded; passed 9:17

Upcoming Meetings (The community will be provided a minimum 14 day cancellation notice for any meeting date)

	Date	**Type**	**Location and/or Zoom link**
May	25 9:00	Events Committee Meeting	West Side Park or Alicia's house; Zoom option: https://us06web.zoom.us/j/88964332096
June	2 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854
	16 6:00 pm	Board Meeting	https://us06web.zoom.us/j/83084222790 Meeting ID: 830 8422 2790
July	7 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854
	8 6:00 pm	Urban Forest Committee Meeting	TBD zoom link option: https://us06web.zoom.us/j/86431090969?pwd=1p7k5h61OoReQQ4MHcIIaYVgPBwqw1.1
	21 6:00 pm	Board Meeting	https://us06web.zoom.us/j/83084222790 Meeting ID: 830 8422 2790
August	4 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854
	18 6:00 pm	Board Meeting	https://us06web.zoom.us/j/83084222790 Meeting ID: 830 8422 2790

September	1 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854
	15 6:00 pm	Board Meeting	https://us06web.zoom.us/j/83084222790 Meeting ID: 830 8422 2790
October	6 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854
	7 6:00 pm	Urban Forest Committee Meeting	TBD zoom link option: https://us06web.zoom.us/j/84772019806?pwd=HjxjTArAblbPZibQnHoI0d0sUINtrg.1
	20 6:00 pm	Board Meeting	https://us06web.zoom.us/j/83084222790 Meeting ID: 830 8422 2790
November	3 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854
	17 6:00 pm	Annual Meeting	https://us06web.zoom.us/j/83084222790 Meeting ID: 830 8422 2790
December	1 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854
	15 6:00 pm	Board Meeting	https://us06web.zoom.us/j/83084222790 Meeting ID: 830 8422 2790