LCC Minutes Draft
Approved

Date: 8/18/26
Time: 6:00
Location: Zoom

Call to Order: 6:01 by President Mike Gowrylow

Meeting Rules - Read by Secretary Alicia Roberts Frank

Roll Call

- Board Members: Alicia Roberts Frank, Mike Gowrylow, Helen Kuebel, Louise Becker, Susan Lindquist, Leslie Turner, Fred Yancey
- Community Members: Wendy Harris, Matt Hink. Elle Burger. Dan Stears. Mike Frank. Craig Burger. Carol Gruen, Alice Hart, Chris Meserve, Shivonne Byrne & John Smee, Rick Stence, Cathy Johnson Lakemoor Dr.. Brandon Chapman
- Others: Nicole Elby (VIS)

Approval of Minutes: Link to working draft

motion to approve; seconded; passed

Community Comments (board members listen only) 3 minute timer

Closure of Community Comment:
Thank you for your comments and input. We will take them into consideration in our discussions and decisions.
This concludes our comment time. If you have ideas or suggestions about things you hear tonight, please send them to the board via our clerk (kenlakewaclerk@gmail.com) or reach out to the appropriate committee chair. If time permits, there will be another opportunity for community comment at the end of the meeting.

Informational Items

- Board Announcements
  - Website updates from Louise & Wendy – please provide feedback/input to kenlakewaclerk@gmail.com
- Contracted Staff Announcements/Reports/INFORMATION
  - Security – Ralph Oliver, Resident procedure for potential security issues – not in attendance this month
  - Common Areas -- Mike Frank - ask Mike about vandalism incidents and cost to repair
    - Finished fence bids
    - Contacted City for reimbursement for asphalt
    - Leaking lawn hydrant – tot lot – in process of being repaired
    - Mole trappers- one more missing looking for another company

            - Found in playground
        - Lake may be treated tomorrow
        - Best way to reach Mike about issues is to email kenlakeparks@gmail.com
        - Bench donation is being worked on
        - Parks ideas that came out of Long Range Parks Planning Meeting
            - Previous plan had an emphasis of earth tones for the neighborhood
            - Creating a catalog of a wish list for donations
    - VIS – Nicole Eby++
        - Kudos to Leslie & finance committee on hard work on the budget
- Other Announcements & News
    - Systemic Review (see document at the end of Agenda, under new business)
    - With gifts – according to our accountant, we aren't getting taxed on the bench, but other gifts might be – we'll need to check - There's still the question regarding whether or not the gift is tax deductible for the donating member. (Check with their personal accountant)
- Committee Reports (given at Planning Session)
    - Compliance Committee – to be discussed in executive session
    - Architectural Approvals – Jeff Schock/Wagnitz
        - 2 approvals - one shed, one fence
    - Events – Alicia Roberts Frank
    - Lake – Al Hatten/Leslie Turner
        - Comprehensive Letter from Resident re spray for aquatic plant control has an ingredient that is also in Roundup. Email to company spraying. Looking to switch. Having difficulty contacting the spray company owner.
        - Successful Lake Committee Town Hall meeting. Approximately 20 people attended. Great comments and information. Good meeting. Enactment of CLMP
        - Looking at having lake expert at annual meeting
        - Chemical has been changed to remove the chemical included in Roundup; treatment will be tomorrow morning; there is a 24 hour recommended swimming delay
    - Stormwater – Al Hatten/Leslie Turner
        - No report this month
    - Urban Forest – Marian Bailey
        - Working diligently on holly, an invasive plant, removal. Very difficult to remove. Making good progress. If they touch the ground, they can re-root. Some maple sprouts were removed.
        - Statement on taking care of trees
    - Gardens – Christina Morse (not every month)/Susan Lindquist
    - Goose Deterrent Committee – Sheila McCartan

- Long Range Park Planning – Mike Frank
  - First meeting of the new committee was held between the August planning session and the Board Meeting. Minutes will be shared at the September Planning Session.
  - The next meeting will be held on Wednesday, 9/23 at 4:00 at Main Rec park and via zoom
- Finance – Rick Stence
  - Office Tavern pleased with ad in newsletter. Working on additional ads. Looking at where to place kids' names in newsletter ads
- Governance/bylaws – Fred Yancey
  - Bylaws Committee meeting at 6:30-9p on Weds nights. Tomorrow's meeting is cancelled
- Safety & Security – Carol Gruen/Helen Kuebel
  - Committee meeting minutes - Whether or not we want to try to replace the life preserver at the westside rec that was ruined. Try one more time and replace it. Need Board approval. Looking to run a test on additional security at the parks in the summer months. Emergency storage packets with ribbons and pencils and list of instructions. Two storage areas with supplies for emergencies, one on each side of the lake.
  - Looking at evacuation and emergency plans
  - Possible line item on budget for vandalism
  - emergency preparedness response plan
- Technology – Elle Burger
  - Looking at website ideas and privacy policy
  - App for Roberts Rules
  - Planning a future meeting

Additions or deletions to agenda

- All added to new business

Old Business

Topic	Discussion or Action	Notes & Details
Election timeline proposal August decision: add to annual meeting agenda a community comment time & approve timeline	Action	**Annual Meeting** – 11/17 – votes accepted between social time and commencement of meeting Ballot Email deadline: **November 13th** Ballot Mail in deadline: **November 10th** Ballots & budget sent to community: **Mailed no later than October 15th** Candidate Statements Due to VIS

		(after being complied by clerk): **October 8th** Candidate Statements Due to Clerk **October 5th** Budget vote by board **August 18** Candidate statement form sent to community with **August** Newsletter (openings announced during August meeting) Include notice to committees of reports for Annual Meeting
Discussion regarding possible bylaw restricting convicted felons from running for the board – the law prohibits asking it on the application; Helen will look into details. Motion to approve timeline; seconded; passed		
Our attorney suggested that we adopt rules that restrict the frequency and manner of responding to inquiries. (recommendation of SS – perhaps require a first request through the board before through legal avenues since legal fees to respond will have to be a common expense according to the new law.)	Discussion	Louise shared HB 1501 section 1b & c The timeline to respond is 30 days, and it seems that any attorney fees would need to come out of our general fund Here is more from King County Bar
This could become a potential budget item – if there are excessive questions of the board, it could be costly in attorney's fees.		
Tech committee	Discussion & Action	Privacy and data policy
There was expressed a desire for the board to consider & review. Request for board members to come to the next meeting with suggested changes.		
Fence Bids	Action	Mike Frank received bids for fixing the fence at Tot Lot.

Three bids were accepted; Carpenter was close to the lowest to repair Tot Lot, they were in the middle, and significantly lower for repairing West Side. All 3 had been asked about security gating, and none of them repair or manage them. (We've been having issues with tension on our gates.) ⚖ Motion to move forward with the Carpenter bid for both jobs. Seconded. Passed

New Business

Topic	Discussion or Action	Notes & Details
Board vote on budget draft	Action	Since the budget was mailed out, a couple of adjustments were made – the lake chemical was more expensive, and we added $230 for gnome making (taking it out of Urban Forest budget) and $2k for the lawn service; it is still balanced and we still have the same amount.
Our approval tonight is approving it to be submitted to the community for a vote by or at the annual meeting. ⚖ Motion to approve final draft of the budget; seconded. Passed		
Systematic Review Plan	Discussion	Needs – board orientation via a retreat or access to courses – same orientation for committee chairs (including our current committee communication procedures) – and board chairs – what are we asking them to do
Appreciation for Helen's efforts; suggestion that it be in a format that starts in November, when new boards are elected;		
Gift Policy - Are gifts taxable	Discussion	Addressed by treasurer above
Question still out whether the donations are tax deductible for grantee		
City House Permitting Policy	Discussion	Fred has looked into ADUs & density
Recognition that this board is committed to keeping our neighborhood at its current density; after Fred reached out, the City added a statement to its permitting process		

recognizing that property owners are responsible for complying with any applicable private/HOA CCR's. There is still a question regarding home businesses.		
Honey Bucket at Sports Park – vandalism issues – proposal to reduce size to non-accessible (hill makes that problematic anyway) or remove, since it's not behind RFID or in an enclosure	Discussion & possible decision	People at Sports Park can use Port-a-Potty at Main Rec. Comment from a board member that it could be reduced in size from accessible; support for downsizing; concern from CAM that a smaller unit would be easier to be moved/tipped
⚖ Motion to downsize it and relocate it as far from the road as possible (with a possible revisiting later if vandalism is still an issue); seconded; passed		
Annual meeting agenda - ● 5:30 set up ● 6:00 social time ● 6:30 meeting – agenda dictated by Bylaws ● 7:30 social or speaker ● 8:00 clean up or close (depending on location)	Discussion & possible decision	Input from VIS – the agenda could be done in an hour if we manage our time like we have been in our board meetings. Desire from a board member to have a speaker – someone from Thurston County Environmental Services – to enhance our perspective on the lake. (VIS says he's a great speaker) Question - social or speaker? Or do a speaker then the meeting then social…
Consensus to postpone decision to next month's meeting		
Technology needs – to communicate to committee	Discussion & possible decision	The Board secretary has asked the committee to rewrite their charter to remove requirement of secretary as a permanent member and remove the requirement that the board approve committee members; a board member expressed role for the tech committee in an advisory role; acknowledgement that the current board does not make technology (at least the website) a priority. There is a community member willing to be the chair. A board member and a community member are willing to audit our outward facing website.

Discussion of whether or not a board approves chairs (was done for Events, Lake, Goose, and Urban Forest) or just has the power to remove chairs. The committee liaison suggested the committee put forth their recommendation for a new chair to the board for a vote. Discussion of definition of Town Hall – a board member emphasized that it should be from the board; per committee processes decided in January, all committee meetings should be public. A board member emphasized the need for committees to work through their liaisons rather than communicate to		
Announcement regarding meeting cancellation policy – we need a 14 day notice for open board meetings but there is an open question regarding committees	Discussion & possible decision	An explanation was made that VIS advised us to follow the same A board member wants us to consider changing the requirements for committees. Another prefers we standardize the 14 day notice for committees for planning; another suggests we keep the 14 day for setting a meeting and keeping minutes but not for cancellation.
 Motion to change the committee communication procedures to remove the 14 day requirement for cancellations; seconded; passed		
Additional Items from Safety & Security Committee (requests from the planning session that were not added to agenda)	Discussion & Decision	
 Motion to replace life preserving ring (request from Safety & Security committee); seconded; passed Discussion of security issues and challenges – with people in the park after hours. Disaster plan – Helen is working on it. We as a board should look at it and plan to discuss it at the October meeting.		

Executive session to address appeals, delinquencies and violations

- Legal Issues
- Account Adjustment Request
- Compliance drive through

 Motion to enter executive session to discuss bullets above for 45 minutes; Seconded; passed

⚖️ Motion to ratify decisions regarding compliance drive though – a couple of warnings & no fines; seconded; passed

⚖️ Motion to allow the account adjustment request; seconded; passed

Additional Community Comments – added to comment form

Adjournment

⚖️ Motion to adjourn at 8:45; seconded; passed

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

Month	Date & time	Type	Location and/or Zoom link
September Events: Music in the Park (Main Rec) 9/13 @ 3:00 Summer Social 9/25 @ 6:00 @ Main Rec	8/31 @ 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854?pwd=ShZKVhQZVNlMVhNPrrAnXg2LvDxBv9.1 or https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854; Passcode: 650205
	15 @ 6:00 pm	Board Meeting	https://us06web.zoom.us/j/83084222790 Meeting ID: 830 8422 2790
	27th, Time TBD	Events Committee Meeting	
October	5 @ 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854?pwd=ShZKVhQZVNlMVhNPrrAnXg2LvDxBv9.1 or https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854; Passcode: 650205
	7 @ 6:00 pm	Urban	TBD

		Forest Committee Meeting	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	2 @ 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854?pwd=ShZKVhQZVNlMVhNPrrAnXg2LvDxBv9.1 or https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854; Passcode: 650205
	17 @ 6:00 pm	**Annual Meeting**	https://us06web.zoom.us/j/83084222790 Meeting ID: 830 8422 2790
December	11/30 @ 6:00 pm	Board Planning Session	https://us06web.zoom.us/j/89940919854 Meeting ID: 899 4091 9854; Passcode: 650205
	15 @ 6:00 pm	Board Meeting	https://us06web.zoom.us/j/83084222790 Meeting ID: 830 8422 2790