LCE HOA BOARD MINUTES 2026-05-06

MEETING CALLED TO ORDER
Melissa Olson called the meeting to order at 4:30 pm.

PRESENT: Cyril Atabe, Sally Christiansen, Doug Koller, Pam McDonald, Melissa Olson, John Rollefson and Kim Williams

ABSENT: Andy Hoffmann

GUEST: Kathleen Brady

Kathleen Brady attended as a guest to discuss areas behind her and her neighbors with little to no grass and provided photos for visual evidence. They also have gaps between their end of their patios and where the grass starts. Some of the patios replaced in 2023 were also poured directly on top of their electrical lines. They have already tried adding soil, raking and reseeding without success. She provided a printed email chain with Kurt Hockemeyer of the UW system to the HOA Board. There is no issue with fungus. The soil may need to be aerated if the soil was compacted by the heavy equipment that rolled through there when removing buckthorn, tree branches, etc. All agreed this is an HOA responsibility. We need to get the dirt roto-tilled ASAP and make a plan to resolve the issue going forward.

REVIEW/APPROVAL OF PRIOR MEETING MINUTES
April meeting minutes were previously provided to the board via email for review and approved.

BY-LAWS
Melissa, Sally and John met previously to review the By-Law. Melissa will help Sally with completion of proposed changes. There will be a special Owners meeting to discuss them.
TASK SALLY: Email what she has to Melissa.
TASK MELISSA: Help with completion of changes.

FINANCIALS
We reviewed the financial documents provided by Doug and found no concerns. The Owner of 963 Armour Road will be charged for $25/day for 3 days for not removing the storage container by the agreed upon date. Melissa moved, John seconded and all agreed to accept the financial reports as written.

POOL AREA

Doug provided an estimate from Whitlow's Security Specialists to replace the alarm lock keypads/reader for the two pool gates. The HOA board would like another quote and would like something for which the code could be changed every quarter. The pool is scheduled to be open for Memorial weekend.

TASK DOUG: Obtain another quote for replacing the pool entry lock system.

SEWER PROJECT

Todd Stair from Herr reviewed the new pump system phase 3 (choppers) in person with the HOA Board at the beginning of the meeting. He provided books and warranty information. Different parts of the system have different lengths of warranty. The two chopper pumps have a five-year warranty, three phase converter control panel has a lifetime warranty, and three phase generator has a two-year warranty.

TASK SALLY: Find out the repair/replacement cost for the convertor for future reference.

INSURANCE CLAIMS

We have not received a response to filing the lawsuit against the insurance company. We asked for the Engineering report for the decks which we paid for and want to see their results. Melissa proposed we put part of the current insurance reimbursement into a Money Market account rather than a savings account. This will still allow us to clearly track insurance reimbursements and expenses separate from other accounts while also earning a higher rate of return and all agreed.

TASK MELISSA: Create a new Money Market account and deposit $260,000 from the insurance reimbursement into it.

WORK ORDERS

Doug provided the current work order list.

1. **BALCONY/GARAGE REPAIR**
    a. Further review and action are on hold for now while working through the lawsuit. A few temporary fixes have been made, but the long-term resolution of replacing all the balconies is waiting so as not to jeopardize the lawsuit.
    b. All 60 units are to be repaired over time.
    c. This is included as part of the insurance claim.
    d. We believe there should be one paid project manager to manage the entire balcony/garage project. The person would review all the decks to determine scope and manage the project over a multi-year time period. This would help reduce the issues when members of the HOA board change annually.
2. **LANDSCAPING TREES**
    a. The spring walk through will be this Friday, May 18, with Jim from Scenicview and Doug to mark areas for work. This is to include review of the tree by the far corner of the 2-bedroom units and location of stumps to grind out.

TASK DOUG: Schedule Clearview to clean the rain gutters of debris.

TASK SALLY and JOHN: Plant 3 trees near the sign on Armour Rd.

3. **TENNIS COURTS**
    a. The fence is repaired. Doug talked to David Marks at Munson about the court with no response yet. We asked him to also check other contractors to repair the tennis courts.

TASK DOUG: Check with other contractors such as Payne and Dolan or who the city uses.

4. **STORM DRAIN LANDSCAPING REPAIR**
    a. John is still waiting on a quote from Herr. The original Spectrum cable in the ditch is now underground but there is another one now on Valentine Rd.

TASK JOHN: Follow up with Herr for a quote and schedule cleaning of the storm drain.

TASK DOUG: Obtain a quote from Viking or Scenicview to repair landscaping of drainage ditch.

5. **LEAKING CHIMNEYS/ROOFS**
    a. No update
6. **REPLACEMENT/REPAIR OF ENTRY LIGHT FIXTURES ON BOTH SIDES OF GARAGE – ANDY**
    a. No update
7. **WINDOW WELL ISSUE AT 960 VALENTINE RD**
    a. This was waiting for the ground to soften before it can be completed.

TASK DOUG: Verify this is completed.

8. **REPLACEMENT OF NUMBERS ABOVE GARAGE DOORS**
    a. No update. We believe it is best to put this on hold and replace them at the same time the balconies are replaced.
9. **CLEAN DRYER VENTS FOR ALL UNITS**
    a. Doug said he has bids coming in from 2 places.

TASK DOUG: Provide bids for cleaning of the dryer vents for all units to the Board.

10. **OTHER WORK ORDERS**
    a. **PATCHING OF POTHOLES**
        i. Doug is hoping Rich can do it next week.
    b. **PRIVATE PROPERY SIGN NEAR BASKETBALL HOOP**
        i. Doug provided pictures of samples for our review. We agreed on an 18 X 18 sign stating 'Private Property No Trespassing'

TASK DOUG: Post a sign near the basketball hoop stating it is private property.

    c. **REPAIR OF FENCE BY ARMOUR RD ENTRANCE**
        i. We agreed to repair the fence if it is simply a matter of putting it back up. If it is not a simple repair, then it will require further discussion.

TASK DOUG: Obtain quotes for getting the fallen fence sections back up.

TASK DOUG: Review patio issues reported in the portal for fixing.

    d. **BARRIER OPTIONS AROUND POOL TO PREVENT ENTRY OF DUCKLINGS.**
        i. This is still being discussed.
    e. **REPLACEMENT OF WINDOWS/DOORS.**

i. Sally stated there are 2 owners who want to replace some windows/doors. This is to be coordinated according to the Owners Binder with the Owners, Sally and the Contractor in order to receive reimbursement. Reimbursements are part of the budget for the next fiscal year which is voted on at the annual Owners meeting in November.

OTHER BUSINESS

1. OWNER ACKNOWLEDGMENT OF RECEIPT OF BINDER AND WELCOME PACKET WITH RULES AND REGULATIONS REQUESTED DURING ANNUAL MEETING TO BE DONE WITHIN FIRST 90 DAYS OF 2026.
    a. This is on hold until after the By-Laws updates are reviewed and approved.
2. Kim Williams is moving at the end of May and will no longer be a member of the LCE HOA Board.

TASK KIM: Upload the Secretary files to the Google drive created by Melissa.
TASK MELISSA: Remove Kim Williams from banking account access.

Kim motioned, Sally seconded and all agreed to adjourn at 6.33 pm.

Next meeting scheduled for Monday, June 22 at 4:30pm at Sally's