

**Tower Lakes Owners Association
Board Meeting Minutes
July 15, 2026**

Call to Order - 6:04pm – by Mark Wilcheck—President: Dave Damron (via video)—Vice President, Pat Lapczenski—Treasurer, Chris Baldasare—Secretary & Variances, John Grove—Lawncare, Marilee Kastran—Farmhouse, Gary Proietti—Neighborhood Watch, Tower Lakes Times, JoAnn Baker—Beautification & Social Committee

1. **Approval of July Meeting Agenda** - Approved with a motion by Chris Baldasare / seconded by Gary Proietti. The motion carried.
2. **Approval of the Board Minutes** - Approved with a motion by Marilee Kastran / seconded by Pat Lapczenski. The motion carried.
 - a. June 15, 2026 Meeting
3. **Treasurer Report and Approval of Financials**
 - a. **Approve the June Financials** - Approval of Financials and authorization for the Treasurer to reinvest of upcoming CD of \$150K - Approved with a motion by John Grove / seconded by Mark Wilcheck. The motion carried.
 - b. The Board noted that the recent dues adjustment has helped maintain the Association's financial stability.
4. **Public Participation** – N/A
5. **Committee Reports**
 - a. Variances - Chris - 10 Variances presented and approved
 - b. Farmhouse - Marilee - Items for discussion and or Board Action
 - i. The rear second-level stairs of the farmhouse were reported to be in unsafe condition, with one support post detached from the ground and several decking boards rotted or missing. Repair estimates will be obtained for the replacement of the stringers, steps, and 6x6 support posts. The Board agreed that the second-floor area should be temporarily closed and marked with yellow caution tape until the fire-escape stairs can be repaired.
 - ii. A public notice will be distributed informing residents that access to the second floor of the farmhouse has been temporarily restricted due to unsafe fire-escape stairs.
 - iii. Planned power washing of the farmhouse and installation of library shelving were deferred until the stair repairs are completed. The Board discussed obtaining an estimate from Bill Watkins for the construction of lower, three-tier library shelves.

- iv. Front Porch Upgrades: Replacement of the porch decking was discussed as part of ongoing farmhouse improvements.
 - v. New porch lighting has been installed. The upgraded lighting is expected to improve visibility at the entrance and address previous concerns regarding inadequate illumination.
 - vi. Concrete Repair and Sealing: The Board received a proposal of \$3,500 to repair six areas of deteriorating concrete, each approximately 3' x 3'. A motion to approve the project was made by John Grove and seconded by JoAnn Baker. The motion carried.
- c. Lawn Care - *John reported that the community looked better than it had in 13 years, crediting Dave and Mark's contract negotiations and the contractor's additional grooming work.*
- i. *The landscaping contractor removed two trailer loads of bushes and trimmed areas that residents had recently identified as needing attention*
 - ii. *The board noted that some residents had called because they feared they would be charged for trimming, while others appreciated the work*
 - iii. *The contractor's schedule was described as a spring cut and fall trim, adjusted for workload and growing conditions*
 - iv. *The board praised the crew's respectful behavior around residents, walkers, and dogs and agreed that the community's appearance had substantially improved*
- d. Snow Removal - Dave & Mark - N/A
- e. Beautification - JoAnn
- i. A draft door-number policy was presented requiring white, reflective Arabic numerals at least three inches high. Existing brass or gold numbers would be grandfathered until a unit is sold. Units without visible numbers would have 30 days to comply, consistent with city requirements. The policy is intended to improve safety and visibility for emergency responders and will be revised and brought back for consideration at the next meeting.
 - i. *Mailbox numbering remains a future item; the board wants to determine whether mailboxes will be consolidated onto four-per-post arrangements before setting requirements*
 - ii. *Shutters and doors - Fifty pairs of shutters had been painted, along with four doors. Painted shutters were noticeably improving the appearance of the community*
- f. Website – Dave
- i. The website's event section and RSVP system worked well for the major late-June and July events, including Weenie Wednesday. Landing page includes event photographs

- ii. Updates to the resident directory will be posted, and July financial information will be added when available.
 - iii. Reminder that bulk email communications are limited to official Board-approved business only. This helps ensure that important community messages are not flagged by Gmail as spam and maintains the integrity and effectiveness of the community's email distribution system. All bulk email communications will be distributed exclusively by the Board.
- g. Social Committee - JoAnn
 - i. The breakfast date was corrected to August 15th, from 9:00 to 10:30
 - ii. September events - burgers on the 20th and Women in Wine on the 23rd
 - iii. A possible Ohio State tailgate event was raised for a future October game
 - iv. Weenie Wednesday was praised for its food, music, tents, chairs, and turnout
- h. TL Times – Gary
 - i. The board recommended discontinuing the newsletter and instead relying on the website and email communications, as the website provides more timely and up-to-date information. The Board also recommended adding a Resident Feature Stories section to the website's News page to highlight resident experiences and achievements.
- i. Neighborhood Watch – Gary
 - ii. The Board discussed reviewing available footage related to a recurring cigar littering issue.
- j. Trash - Mark
 - i. Trash Removal Compliance - During routine drive-through inspections of the community, multiple units were observed placing excess trash out for collection. Residents are reminded that all trash must fit inside their designated receptacles. If trash exceeds the capacity of the bin, residents must contact Mark by phone or email to arrange for a special pickup. Any additional pickup fees incurred as a result of excess trash will be charged directly to the responsible unit owner.
 - ii. If a special pickup is not requested in advance, Rumpke may assess an additional charge to TL for the removal of excess trash. In such cases, the cost will be billed back to the unit owner responsible for the violation
 - iii. Trash Notice and Rules Reminder - Given the recent increase in trash-related violations, it is recommended that a reminder notice outlining the community's trash disposal rules and procedures be distributed to all residents in August
- k. Hunsinger Builders Liaison - Pat - N/A

6. Old Business

- A. Spectrum Update – Community up and running, no issues

B. Security Camera Update - Update

- i. Cameras in final install mode - Electrical & point to point antenna challenges
- ii. The camera policy was changed from 30 days to 60 days for retention and will receive one more final reading at the August meeting
- iii. Security signs are still needed for the front entrance and farmhouse area

Annual Meeting Prep & Discussion

C. Berean Church - Site Secured / August 4, 2026 6:00 PM

- a. Prepare Power Point - Dave et al working
 - i. List of Accomplishments - Preparing - Categorical

D. Board Nominations

- ii. NO nomination forms were received by the July 10, 2026 submission deadline. The Board acknowledged that, pursuant to the bylaws, the Board of Directors serves as the Nominating Committee. Mark Wilcheck, Chris Baldasare, and Marilee Kastran were nominated to continue serving in the positions whose terms were expiring. The nominations were accepted and approved upon a motion by Pat Lapczenski, seconded by John Grove. The motion carried.

E. Front Fountain - Discussion put on hold

New Business

Tower Lakes Meeting Schedule

- a. The Board will continue to meet on the third Wednesday of each month at 6:00 p.m. at the Farmhouse.
- b. Next Meeting Date
 - i. Annual Meeting - August 4, 2026

- 7. Adjournment – 7:57 PM** *Approved with a motion by JoAnn Baker / seconded by Mark Wilcheck. The motion carried.*

~ Respectfully submitted,

Chris Baldasare

Secretary, Tower Lakes Owners Association

July 15, 2026