

Tower Lakes Owners' Association, Inc.
Board Meeting
December 14, 2025

1. Call to Order: 4:06 PM Mark Wilcheck—President, Dave Damron—Vice President, Chris Baldasare—Secretary & Variances, Pat Lapczenski—Treasurer, John Grove, Marilee Kastran, JoAnn Baker, Gary Proietti

2. Approval of December Board Agenda

- Approved with a motion by Pat Lapczenski seconded by John Grove. The motion carried.

3. Approval of the Board Minutes for the following meetings:

- a. November 19, 2025 Meeting - Approved with a motion by Marilee Kastran seconded by JoAnn Baker. The motion carried.
- b. December 10, 2025 - Special Meeting / Community Voting & Results - Attorney Megan Grantham's presence and the vote tallying process were noted; Approved with a motion by Gary Proietti seconded by Pat Lapczenski. The motion carried.

4. Treasurer Report and Approval of Financials

- \$104,000 CD matured October 31st, reinvested for \$110,000 at 3.6%.
- \$79,000 CD (Building Fund) matured on Nov 6th (currently in Prudential money market account)
- 125,000 CD (Common Area Reserve) matured on Dec 10th. (currently in Prudential money market account)
- Operating cash reserves: 4.47 months without CDs, 7.37 months with CDs. Suggestion to put the \$79,000 CD into the checking account.
- November expenses: \$144,800 (primarily insurance costs)
- Total CD investments: \$662,000 at Prudential
- Mowing invoice sent in twice - Contributing factors: 3 missed mows due to weather and inconsistent billing from vendor - Thompson Elite Mowing; "Wade and Gatton" check mistakenly sent to "Wade Gardens". Both corrected and recommended ACH for all major vendors to avoid such issues.
- Noted only 7 residents still paying by check – suggestion to stop accepting checks after March 1, 2026 and convert 7 residents to ACH/EFT.
- Approved with a motion by JoAnn Baker seconded by Mark Wilcheck. The motion carried.

5. Public Participation

- None
- Board shared thank you notes/emails with appreciation from residents regarding new snow removal and lawn care vendor.

6. Committee Reports

a. Variances – *Chris*

- One variance - Tree/stump removal

b. Farmhouse – *Marilee*

- Rental fee increased from \$35 to \$50
- Damage deposit raised to \$100
- New lottery system implemented for major holiday reservations
- Revised rental agreement - motion to approve moved to new business section

c. Lawn Care - *End of Season – John*

- Vendor Transition & Performance review - The board had a positive 35-40 minute conversation with Trey.
- 30-day contract termination notice was given to Trey on Oct 30th.

d. Snow Removal - Dave & Mark

- New contractor, Liberty, has received very positive feedback for their first two snow removals - Pavement was clear and melting by 3:00 PM after the first storm.
- New snow removal equipment performing exceptionally well.
- Contract clarification: 23-month vs 24-month duration resolved to 24-month.

e. Beautification – JoAnn

- Nothing to report

f. Website – Dave

- Calendar app replaced with improved functionality.
- Password changed - Annual December password change recommended for security.
- Positive feedback on website navigation and design from community.

g. Social Committee - JoAnn

- Meet and greet postponed
- Comedy night rescheduled to spring
- Newsletter corrections needed for dates and acknowledgments
- Marina Tambasco and Nancy Dorsey recognized for entrance decorations

h. TL Times – Gary

- Emailed to board prior to meeting for review; newsletter will be emailed to residents and put on TL website.

i. Neighborhood Watch – Gary/Mark

- Security Camera System discussion – Get preliminary security camera quotes for cameras at main entrance, construction entrance, Farmhouse, Fox Glen entrance, lake.
- Server, internet / cellular connectivity required.
- Potential cost-sharing with Brandon for construction entrance coverage

j. Trash – Mark

- Billing problems continue with multiple incorrect charges.
- 35-gallon containers not available from Rumpke.
- Alternative: residents can purchase 35-gallon containers independently @ \$110.00
- Rumpke uses automated arm to empty trash – requires hinged-lid trash container

k. Hunsinger Builders Liaison - Pat

- Three new condos' progressing well in Phase 5.

7. Old Business

a. Budgeting

- Motion at 5:18 PM to move to executive session by Chris Baldasare seconded by John Grove. The motion carried.
- Motion at 6:21 PM to exit executive session by John Grove seconded by Marilee Kastran. The motion carried.

b. Spectrum Contract - Review & Q & A.

8. New Business

- Farmhouse Revised rental agreement - motion to approve by John Grove seconded by JoAnn Baker. The motion carried.

9. Tower Lake Meeting Schedule

a. The Board will meet the third Wednesday of the Month - 6:00 PM at the Farmhouse

b. **Next Meeting Date** - Unscheduled January

- Proposed January Meeting Date of January 11, 2026 @ 5:00 PM / no committee reports.

10. Adjournment

- Motion at 6:57 PM to adjourn by Pat Lapczenski seconded by Mark Wilcheck. The motion carried.