

Reflection Lake Community Association Board of Directors

November 4, 2025 Agenda

https://drive.google.com/file/d/17Be89URQ_yc-UkZkARWBUU5iadtaA_Nw/view?usp=sharing

1. Call to Order
 - a. Meeting called to order at 6:32 p.m.
 - b. Present: Donna Mack, Jerry Parker, Gary Long, Abram Crosby, Lori Johnson, Russ Bishop.
 - c. Absent: Keith Cox, Randy Kenworthy, Terry Zoesch.

2. Approval of Minutes
 - a. Minutes are included in Board Packet
 - b. Gary moves to approve the minutes, Jerry seconds, approved unanimously.

3. Officers Reports (as needed)
 - a. Treasurer (Treasurer's Report is in the board packet)
 - i. Jerry summarizes the treasurer's report from the board packet.
 - ii. Jerry also reports on the RLCA tax filings for this year and the past few years.
 - b. Vice President (legal update)
 - i. Gary reports that there was a meeting this month with the attorney to finalize documents. The easement with RWA is all finished and should require no more legal fees to be spent.

4. Community Forum
 - a. Answering questions
 - i. Jeff Toffer talked to a person at the county in charge of paving roads and found out that Lakeside Drive is on the schedule for paving in four years. The county person indicated that there would not be a way to move that up as it has to be coordinated with chip sealing surrounding roads.
 - ii. Lucinda Wiser reports that there is surveying for a turnaround at the end of Lakeside Drive. This will not be paved.
 - iii. Jerry asks when Lakeside Drive was last chip sealed; reports are that it was likely 20-30 years ago. Patching and repairs will continue in the meantime.

5. Old Business (please submit motions or resolutions to be included in board packet)
 - a. Utility Easement with RWA, Resolution. Minor change on p. 3 and 8 having to do with private roads. Easement and Resolution are in the board packet.

- i. Gary comments that this written easement formalizes a process that has been in place for many years.
 - ii. Motion to approve the revised easement: Gary (reads the resolution aloud). Motion seconded by Jerry.
 - iii. Discussion: Jerry comments that this might be the biggest thing we have accomplished in a long time, and it helps the relationship between the RWA and RLCA.
 - iv. Approval 6-0 unanimous.
- b. By-law and covenant ongoing review/adoption process.
- i. Lori proposes an ongoing process to introduce and review new sections at one meeting, then adopt at the following meeting in a two-meeting process for each section as it is proposed, in order to give the board and community more time for consideration. Gary speaks in support of the process. Jerry wonders if we will get to the finish line with a two-month process. Lucinda reports that the roads maintenance section has been on the books for a long time, and that section 4 needs attention by January 1 (whether it is approved or not).
 - ii. Jerry speaks about Section 4 and summarizes some changes that have occurred within the documents compared to the old bylaw section.
 - iii. Abram: RCW supersedes bylaws and we have to follow that even if it conflicts with bylaws. Approval tonight does not make them set in stone; things can be revisited if needed.
 - iv. Rick Johnson asks about fines and what might constitute a fine, and what constitutes restitution, and what infractions would invoke a fine. Abram responds that items triggering fines must be delineated in covenants.
 - v. Lucinda asks that the board adopts the resolution tonight because it was presented previously at a board meeting.
 - vi. Jeff Toffer says three years were spent previously developing bylaws and they were never adopted. The entire community will have time to review the bylaws before they are adopted. 99% of people will not comment; he feels that it is best to put the whole thing together and have the community respond altogether to the whole thing. A newsletter has already been sent explaining the process and another will be sent after tonight. There is a long process for adoption. Lucinda shares that she believes this is the second step of this document.
 - vii. Abram shares it is not set in stone. By approving it we are deciding this is what we will put in front of the community.
 - viii. Jerry asks who in the audience wants to be involved in vetting the bylaws as they are presented. We are required to get 51% of the lots to approve the bylaws.
 - ix. Abram moves that the board approve the draft of bylaws section 4. Donna seconds. Gary reiterates that section 4 has been through a process already. With a vote of 4-2, the motion passes.
- c. Regarding the roads amendment:

- v. Additional note: in a previous meeting the board approved purchase of the Starlink mini which is now installed. (Thank you Jerry) The internet will be kept turned off when it is not in use during a meeting.
 - b. Lakeside Drive road repairs petition. CMD
 - i. Gary reports that at the CMD meeting, it was brought up that users of Lakeside Drive might want to present a petition to the county to try to move us up the list for repaving.
 - ii. Jeff says that there are two stories on that. The man patching the roads mentioned a petition as a way to get moved up the list, but the person at the county said that would not help, because we are on the schedule in four years and they would continue to keep an eye on it in the meantime. The petition idea is dropped.
 - c. Claim of Lien, (see timeline in Board Packet) Jerry
 - i. Jerry reports on the Claim of Lien document in the board packet. There are four community members who are years behind on their dues, and these people will receive a letter, then a certified letter, and then a lien will be filed with the Spokane County auditor. He is planning to notify the members who are behind on their dues and start the lien process, in fairness to the other 98% of members who pay their dues.
 - ii. Abram moves that we authorize legal fees should it be necessary to file liens, Donna seconds.
 - iii. Discussion: Gary asks if the timelines are in the bylaws, which they are not. He asks for verification of the accuracy of the timeline presented.
 - iv. Lucinda reads the section about liens from the bylaws, section 4.5. The current bylaw doesn't include a timeline, although 30 days is mentioned in WUCIOA.
 - v. The vote to file the liens January 10 if necessary is 5-1 in favor. The motion passes.
 - d. Purpose Statement
 - i. Lucinda shares from the bylaws committee the first reading of the proposed purpose.
 - ii. Lori suggests adding something about respect and autonomy and on minimal governance needed to support our community environment, something like: "We strive to respect each other's autonomy and base our governance on minimal guidelines needed to preserve our lake and community."
- 7. Committee Reports (As needed and/or requested by committee chairperson)
 - a. CAC - no representative present.
 - b. Bylaws and Covenants (BC) - nothing further to add.
 - c. Roads
 - i. Abram reports that an e-mail has been sent to the east side community saying that a company was going to sweep, but when they looked at the road, they realized that they did not have the right equipment to complete the job, so bids are again being collected.

- d. CMD - Dan Loos
 - i. The fish delivery was successful
 - ii. The new dock will be installed next year and a new walkway will be installed along with that.
 - iii. Gonzaga students are continuing work on their environmental study.
 - iv. The plant pen can hopefully be expanded in the future, which will require funding.
 - v. Help is needed clearing the outflows at each end of the lake, sometimes up to twice a day this time of year. As people walk around the lake, it would be helpful if they could help with that. Let Dan know if you need the combination to help clear those as you walk around the lake.
 - vi. Rock has been added on the north dam by volunteers, and there was a donation of rock to help with this.
 - vii. The Reflection Lake wooden sign needs refurbishment this winter. Rick Hayes will take it down, and it will be housed for the winter in the community center. The idea is to build community and save money by having community members work on sanding it down to be painted later.
 - viii. The lake valve is a continuing subject on which more information will be provided later.
 - ix. The lock at the southeast access will be replaced providing we have enough keys to give to community members. (This was previously authorized at a board meeting.)
- e. Security
 - i. The lock will be replaced sometime in November with new keys. The initial purchase of keys will come from allocated funds. Those who have paid dues can request keys and a log will be kept. The initial key will go to the owner and if keys are lost, the owner will be asked to pay for a replacement.
 - ii. Abram requests a policy be developed for the dollar amount of replacement keys.

8. Adjourn

- a. Abram moves to adjourn at 8:15 p.m., Jerry seconds, and the motion passes unanimously.