

Minutes of Governing Documents Committee

2:00 PM at the Activities Conference Room
Open Meeting – January 28, 2026

CALL TO ORDER at 2:00 PM for Regular Meeting

IN ATTENDANCE - Quorum: Kirk Pittman, Tom Pyle, Lesa Van Camp, Terry Carsten.
Guests: Carol Perkinson and Denise Wallace

Chair/Liaison Comments: None.

Approval of Minutes

Tom moves/ Terry seconds accepting of the minutes for December 8 meeting.
Passes unanimously.

Continuing Business

Terry presented the structure and content of his Governing Document's to do list. Terry moved to post the Governing Documents Activity Log as well as the linked documents with an explanation as to why it is there to the website. Tom seconded the motion, passed unanimously.

Terry talked about the bills before the legislature that could affect our community. It was also decided to post the document how a bill becomes a law on the website under documents.

Tom presented the committee purpose wording and terms of reference. It was determined that the word City should be added to the new statement. Tom will make the change. Lesa moved to accept the terms of reference and committee purpose wording with the change being made. Tom seconded the motion, passed unanimously.

New Business

The General Manager has suggested changes to the single occupant guest badge policy. The general consensus was that this would be treating single owner occupants differently than double occupant residences. We as a committee cannot delegate rules and the condo board decides fees. Fines are listed in the Rules and Regulations. Tom wondered if the fees and fines are appropriate. Another issue brought up by Tom was that enforcement is an issue, which is an administration issue. Kirk stated that it has been brought up to bring back the violations committee who would make evaluations about fees and violations, they would also make the recommendations. Terry questioned who decided to fine residents, patrol and the architectural person are the ones who access the fines. Tom stated that this will create a lot of pushback within the community and that there is a larger issue and it needs to be carefully considered. Carol Perkinson (guest) provided history as to why the guest badge has become an issue. Kirk suggested that there be signage that residents and their accompanied guests get priority when using facilities. Lesa commented that address code issues need to be further discussed. She has learned that renters do not always have the correct address code on their badge because they may not rent the same unit every year. This issue may also occur when owners purchase and move into a new unit. Kirk suggested either using stickers or not having the address code at all, it is unknown as to the cost of

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replacing badges. It was decided that this is part of a larger conversation and will be worked on during the summer months.

Discussion Items

Kirk wanted to know if we want to entertain whether or not we should be having emergency meetings. Tom commented that if they are needed we should have them which was the consensus of the group.

Kirk brought up that the finance committee would like to align with the state law for audits with no draft being provided. Terry questioned the lack of monthly financial updates. Denise Wallace (guest) stated that there is nothing in the governing documents to require a monthly report. Kirk can send a recommendation to the board, especially if someone were to bring the issue up at an open board meeting. We as a committee cannot work on bylaw changes without direction from the condo board.

Terry gave an update on the progress being made on the cross training with Lesa on following the legislature. They went to the legislative building and Lesa is now signed up.

Kirk passed out the code of conduct for the committee members to read, sign, and return prior to the next meeting.

Owner Comments:

Denise Wallace asked about the Architectural guidelines and the Rules and Regulations document and what decision was made on combining them or making them completely separate. Kirk stated that the Architectural guidelines is not a governing document and therefore this committee has nothing to do with that document. Kirk would like any resident who is being sited to bring it to the attention of the condo board. A paint palette is not in our documents, therefore there is not one.

Meeting Adjourned: Tom moved, Terry made the second that the meeting be adjourned. Meeting adjourned at 3:04 PM.

Next Meeting scheduled for **Feb 25, 2026 2PM** in Activities Conference Room

Lesa Van Camp filling in for **Brad Wallace** Governing Documents secretary