

**LAKE FOREST GLEN HOMEOWNERS ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS**
8:30a.m.at the Lake Forest Glen Homeowners Association Office on July 24, 2010

MINUTES

1. **CALL TO ORDER** by President, Mark Pierpoint at 8:32a.m. A quorum was established with 7 directors.

Directors Present	Directors via phone	Directors Absent	Staff/Others Present
Mark Pierpoint	Marshall Jackson	Nikki Aronhalt	Alan Miescke, Gen. Mgr
Mike Robinson			Heather Mesa, Admin. Asst.
Brian Kane			
Jim Cochrane			
Alan Nelson			
Doug O’Neal			
Steve Vanni			

2. **APPROVAL OF MINUTES** – (from June 19, 2010 Regular Board Meeting)
A **MOTION** and a **SECOND** were made to approve the minutes. **YES:** Robinson, Kane, Cochrane, Nelson, O’Neal, Vanni **NO:** None **ABSTAIN:** Jackson **MOTION PASSED**

3. **HOMEOWNER HEARINGS / CORRESPONDENCE**
The only correspondence was related to the pool usage and this topic will be discussed under Old Business (4.B.1)

4. **MANAGER’S REPORT**

- A. **Action Items**

1. Heather made the corrections to the minutes from the May Board of Director’s meeting.
 2. Pool Usage was put on this Agenda for discussion.
 3. Mike put cost estimates together for some miscellaneous upcoming projects. These will be discussed with the Budget.
 4. “Doggie Bag Stations” was put on this Agenda for discussion.
 5. Alan contacted Amy Green of Placer County regarding the flood zone status upon the completion of the meadow project. Amy said that the county will do the paperwork to remove the Lake Forest Glen complex from the flood zone once the project is complete in 2011. It may still take a while for the paperwork to be completed.
 6. Heather made updates to the Architectural Standards as discussed at the last meeting. She asked about removing the “NOTE: non-flammable decking only” since there were now specific materials named. The board agreed to remove this wording.

*****ACTION ITEM #1 Heather to make change in Architectural Standards.**

7. Heather made the changes to the Rules & Regulations as discussed at the last meeting. Some other changes were discussed. Heather will make the following changes:
 - In the opening paragraph, following Lake Forest Glen add (LFG)
 - Under Tennis Courts, “tennis shoes must be worn” to be in bold print

- Pets-clean up of feces is mandatory not required
- Important phone numbers-list them in one column, add TCPUD, add 530 to all numbers, add the hours of security with their phone number

*****ACTION ITEM #2 Heather to make changes to the Rules & Regulations.**

8. Alan put together new proposed, wording for the signs along the pathways based on discussion that took place at the last meeting. The Board made a minor change and then approved it. Alan will have these new signs made. They will be approximately 12” x 12” which is about the same as the ones currently out.

*****ACTION ITEM #3 Alan to order new signs for pathways with new approved wording.**

9. Heather made the previously discussed changes on the Common Area Standards. Under “Flags” it was decided to add “or porch fascia”.

*****ACTION ITEM #4 Heather to make change to Common Area Standards.**

10. Heather moved “doorknockers” and “nameplates” from the Common Area Standards to Architectural Standards.
11. Mike put a monthly cash flow together and it will be reviewed with the budget.

B. Old Business

1. Pool Usage

Many homeowners have voiced their concern and are upset with the fact that the once “Adult” pool now allows children and is not quiet and enjoyable as it used to be. Now there are noisy children and toys and is no longer a place to enjoy peace and quiet. The hot tub is also not an enjoyable place to sit and relax as there are children swimming, splashing etc. It was suggested to put a dollar amount with each suggestion listed below:

- A more visible, specific sign stating “QUIET POOL”
- Summer door flyers re: pool usage
- Hire a lifeguard to enforce the rules
- Install a hot tub at the Family Pool
- Install a wading pool at the Family Pool
- Provide water toys to have available at the Family Pool
- Act as a private club
- Keep the temperatures set differently
- Doug will research Davis-Stirling

*****ACTION ITEM #5 Alan to work on estimated costs of the pool options discussed.**

*****ACTION ITEM #6 Mark to respond to the homeowner that addressed the pool usage this time.**

At the next meeting these items will be discussed again to see what may be a realistic solution.

2. Doggie Bag Stations

After researching some more, a doggie bag dispenser was found for a much better price than previously found. The Board discussed whether or not there should be a receptacle. It was decided to go ahead with the purchase of the dispensers without a receptacle. A **MOTION** was made by Jim Cochrane to purchase 6-8 dispensers. A **SECOND** was made by Steve Vanni. **YES:** Robinson, Kane, Cochrane, Nelson, O’Neal, Vanni, Jackson **NO:** None **ABSTAIN:** None **MOTION PASSED**
Alan will go ahead and purchase and install them. Alan has redone the signs along the walkways and wording is included pertaining to the disposal of the dog waste.

*****ACTION ITEM # 6 Alan to go ahead with the purchase of 6-8 doggie bag stations.**

5. COMMITTEE REPORTS-NONE

6. INFRACTIONS

One unit in particular has been on the account for a while, but has not been paid. The homeowner is on a payment plan and so it will be paid off as her payments are applied to the oldest items first.

Another unit has an infraction for having a dog in the pool. Alan spoke to the tenants and the owner of the dog will be vacating soon as will the dog. The homeowner will still be responsible for the infraction.

There is a unit with 2 dogs and a charcoal grill. Alan will contact them and the owner of this unit.

It was asked about repainting the parking lines to help people to be able to see where they should be parked. Alan said he was going to check on purchasing a machine to paint the lines in-house as it would be much less expensive than hiring a company to come in and do this. He also mentioned purchasing one jointly with other association managers since it is only used once a year or so.

*****ACTION ITEM # 8 Alan to follow up with unit 206 pertaining to items on deck and dogs.**

*****ACTION ITEM #9 Alan to check on purchasing a machine to paint parking lines in-house.**

7. LEGAL-NONE

8. ACCOUNTING

A. June-seems to be on track for the most part.

At last year’s homeowners meeting, it was suggested to have the rep for the roofing material come out and inspect the installation. Alan will contact the rep and have him come out to inspect the product and installation.

*****ACTION ITEM #10 Alan to contact the roofing manufacturer to come out and inspect the product and the installation.**

B. Cash Flow Mike and Alan have put a simplified cash flow together.

C. 2011 Budget Approval Dues are set to increase to \$295 for 2011. The Board is still adamant about not increasing the dues more than that. A low will occur October-Dec. A few different options were discussed to get through the low point. The BMP was moved out to 2014. Mike and Alan put a 3 year phase together for siding beginning in 2015.

The plan is to look for something that is more resistant to the weather conditions for the lower few feet. It was suggested to begin getting a real number for the asphalt as the painting and roofing end next year. The timing on some of the major projects funded from reserves are as follows:

- **Storage lockers-2012 \$20K/year for 4 years**
- **Roads-2012 \$100K /year**
- **Tennis Courts Overlay & Striping-2013 \$81K/all**
- **Landscaping-2012-2013**
- **BMP- 2014**
- **Siding-2015, 3 year phase**

Some savings that were noted:

- **Doing a good share of snow removal in-house to assist Gensburg**
- **LFG staff assisting the roofers with installing and painting flashings**

Mark thanked Mike and Alan for doing such a good job with the budget.

A **MOTION** was made by Mike Robinson to approve the proposed budget for 2011 subject to salaries that will be discussed during Executive Session and with dues set at \$295. A **SECOND** was made by Jim Cochrane. **YES:** Robinson, Kane, Cochrane, Nelson, O'Neal, Vanni, Jackson **NO:** None **ABSTAIN:** None **MOTION PASSED**

D. Delinquency Tracking Report

We are in good shape. Heather is not sure how to adjust the chart. She is to send the current information to Mike and he will adjust it.

*****ACTION ITEM #11 Heather to email Mike the delinquency tracking report for him to adjust.**

E. Delinquencies

A few that were on the previous delinquency have paid up. Only 3 reminders were sent out recently. The few that were foreclosed on are in escrow and due to close shortly.

9. WEBSITE

10. BOARD MEMBER'S COMMENTS / REQUESTS / NON-AGENDA ITEMS

A. Speed Bumps-It was asked if the speed bumps were going to be painted again or look into something else. It was decided to hold off until next year. Alan has a lot on his plate right now.

B. Landscape-Doug recommended putting standards together for plants. Phase 1 would be to trim all hedges to a consistent height of 1' above the window sill and trim plants that are infringing on the front porch areas. Phase 2 (next year) would be to keep it clean and shaped. Phase 3 would be to beautify. There are 11 units with white doors. The painters will be painting some of these shortly. It was recommended to send notices to the owners to remind them that these need to be painted.

*****ACTION ITEM #12 Alan to send notices the homeowners with white doors.**

- C. **Porches**-it was asked what the status was on this. It was decided to table this for now.
- D. **Electrical Panels**-A concern was mentioned that the quoted price was not actually what ended up being the final cost. It was becoming a bit more time consuming than he originally thought. There were some upgrades that were recommended, but not necessary. These would only be required if a permit is pulled in the future.

It was decided that it is not necessary to meet in August. The next meeting will be September 18, 2010.

11. EXECUTIVE SESSION

The Board went into Executive Session.

Salaries were discussed and direction given to Mike for budgeting purposes. Alan should know that he has 100% support of the Board.

The meeting was adjourned at 11:50am.