

**Approved minutes of the regular Board of Directors meeting March 16 ,2019**

**BLUE LAKE SPRINGS HOMEOWNERS' ASSOCIATION MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**

1. **Call to order:** 9:00am
2. **Roll Call:** Directors Present: President Mike McAtee, Vice President Bev Vasquez, Treasurer Bruce Utter, Secretary Denny Clemens and Directors Doug Hjelmhaug, and Director Steve Pollock. Absent: Director Guy Pollak  
Staff Present: General Manager- Tony Abila, Assistant General Manager- Amber Meyer
3. **Member/Guest Introduction:** Members from the following lot/unit numbers attended the meeting: 120-02, 661-05, 739-05, 114-11, 282-02, 534-04
4. **Member/Guest comments:** Member commented on the importance of fire safety compliance, and increasing the fines to get people to do what they are supposed to do. Another member commented that fines should be the last resort.
5. **Approval of Minutes of the Regular Board Meeting February 16, 2019 meeting:** Treasurer Utter motioned to approve the minutes of the Regular Board Meeting February 16, 2019. Secretary Clemens seconded the motion. The motion passed unanimously.

**Presidents Report: President McAtee gave the following report:** Good morning fellow Board Members. It appears that our members and the HOA weathered the February / March storms with only minimal damage. I both heard of, and saw, a number of cedar trees down, but none that appeared to have damaged homes. Hopefully the severe weather is over for the year.

This month's Facilities and Long Range Committee discussed a more robust fining policy for those properties that are considered to be the worse of the worst. This will be discussed later in this meeting. As discussed at last month's meeting, The Finance Committee had discovered a major discrepancy between our Asset Reserve Fund forecast and our Asset Reserve Account at Edward Jones. After a good deal of research and meetings, and with the assistance of a local CPA, we discovered that the discrepancy resulted from a former bookkeeper who miss-posted several accounting entries to incorrect accounts, and did not make some required entries to others. We have fixed these entries, including recasting our Balance Sheet and General Ledger from 12/31/2016 to the present. We have also put procedures in place to prevent this sort of thing from happening in the future. Additionally, we have recast our Asset Reserve forecast, and moved the required funds into our Edward Jones Account so that the forecast and the EJ Account are in balance. This will also be discussed further in Treasurer Bruce Utter's Finance Committee Report. Finally, a reminder, our Volunteer Appreciation Dinner is set for next Thursday evening at 5:00. This is a very important event and I hope to see all of us there.

Mike McAtee, BLSHA President

6. **Manager's Report: Manager Abila reported**
  - The Delinquency Report, Payment plan report, and Project timeline were all included in the Board Books for review.
  - Annual Meeting date has been changed to June 8, 2019 at the request of the BLSMWC
  - Disc Golf: Construction is currently on hold due to weather
  - Fly-In Lake: Lake is full to capacity. Spillway is handling overflow

- Lodge Lake: Lake level has dropped to a safe level
- Amphitheater Project: The last set of railings have been installed. The speaker system and movie screen will be installed Spring 2019
- Lodge Generator: Generator has been ordered and is being built per the contractor
- Food Service: Crab Feed was held this month and was sold out as usual. Dining was steady despite the weather for the whole month.
- 2019 Summer Recreation Handbook is attached and is ready to be reviewed

## **7. Treasurers Report:**

Financial Review: Treasurer Utter reported the asset reserve fund is back on track, with expenditures that were budgeted for replacement items this year actually being lower than originally planned, as some items are in good shape and do not need to be replaced.

### **Committee Reports:**

**A. Finance:** Treasurer Utter reported the Finance Committee is getting better at reviewing the required monthly documents. The Committee is now relying more on QuickBooks to review information needed. The Administrator needs to be changed to General Manager Abila, and 5 other licenses have been assigned to view reports.

**Vice President Vasquez motioned to approve the monthly financial certification for March. Director Hejelmhaug seconded the motion. The motion passed unanimously.**

**B. Summer Recreation:** The Summer Recreation book is completed and is ready for review.

**C. Events Committee:** March meeting minutes were included in the Board book. The theme for the Spring Event has been chosen and will be a Sock Hop. The committee is discussing a Wine tasting event in the fall.

**D. Architectural Review:** 1 review- Tree removal approved

**E. Facilities/ Long Range Planning:** Secretary Clemens reported the LRPC met on March 12<sup>th</sup> and discussed the following items: The fining structure for non-compliant homes regarding fire safety. Although there were several options discussed, the committee recommends speaking with the Association Attorney to see if there is any information on what other HOAs might be doing about this problem and how BLS may implement a solution. There was also discussion on the County actually enforcing PRC 4291 and what steps need to be taken to get that to happen. There was a discussion on culverts underneath driveways, and that keeping them clear is the Homeowners responsibility. PG&E received a court order to continue their “12-foot clearance from power lines” campaign. PG&E will resume work, if they have not already, to remove trees they feel threaten their lines. Mozingo Construction will be asked to bid on the parking lot area, since they will be in the area for the Water Company project. Discussion on pricing for Russel Drive property and Rainy Drive Property.

**F. EPPOC:** Director Pollock attended the March 6<sup>th</sup> meeting and gave the following report: There was a discussion on Fire Hydrants, and better marking them with tall poles should they be covered in snow. There was discussion on Fire Insurance, and how it is getting more difficult to be renewed or get homeowners insurance in this area. It was reported that the Ebbetts Pass fire commissioner says Calaveras County is looking to enact an ordinance that would have discrepant lots cleaned, and force the

resident/owner to pay the fees of having the lot cleaned. There was discussion held on working on an evacuation plan for the area.

**Fire Prevention Program:** The following report was included in the Board Book from Thomas Hein, BLS Fire Safety: As I am sure you have noticed, there has been quite a lot of rain and snow over the past 2 months. We have quite a few areas of concern. The corner of Incline and Pebble Beach, from Anna Lee to Jerrilynn on Rainy, and a new pond at 2406 Elizabeth. This office called Public Works and has let them know about these situations. There is more debris in the culverts than usual. This is because of the bark beetle clean-up. Lot cleaners, property owners and the natural flow of water has clogged up the culverts with debris. The saturated ground is causing some cedar trees to be uprooted. BLS has had a number of trees fall over the past 30 days. We will have to take this into account when doing the VIP inspections this year. The VIP program is ready to work this year! The volunteers seem to be excited for the inspection process. We will be re-tooling the way we do inspections this year. From the way we make our binders, assign units, and follow up with the property owner. We are going to make it easier for the office to help BLS property owners understand their responsibilities and become compliant. The BLS VIP program is focused and ready to help keep BLS property owners informed, as well as, safe and secure. Please tell all who come to the Board meeting that we are still looking for volunteers for the VIP program. The more the better! With CALFIRE and EPFD dedicated to fighting fires, it is up to us to prevent them as much as possible. With the law and BLS CC&R's, we should be able to do just that. The TM Grant is now officially over! We spent the entire \$200,000.00! However, since December 2018, we have not received any money from CALFIRE for BLS reimbursements. The process is supposed to take 4 – 6 weeks to receive funds once submitted. We are past that. This office has already put in calls to CALFIRE and has been told that the money is on the way. We now have close to 40 BLS property owners waiting for their reimbursement checks. We have their BLS checks written, but are not sending them out until the funds from CALFIRE arrive. Many property owners keep calling the office looking for their checks, but none have been too upset about the delay. CALFIRE seems to be very happy with how The Association managed this grant! Insurance issues are still on the horizon. I recently had another homeowner call in and ask us to write a letter to Nation Wide. The insurance companies are only getting stricter with BLS property owners. Not only must their property be PRC4291 compliant, but also every property that touches it. We have had only One (1) homeowner, so far, that has been denied after the letter. That insurance company was Nation Wide. I believe this will be the issue that makes homeowners wish to become PRC4291 compliant.

**Old Business: Adjustment of late fees and interest on member's accounts:** Tabled for discussion at a later meeting.

- 8. New Business:** BLS 2019 Summer Recreation Book Approval- There will be no fly fishing class, needs to be removed from the recreation handbook.

**Treasurer Utter motioned to approve the 2019 Summer Recreation Handbook with revisions. Secretary Clemens seconded the motion. The motion passed unanimously.**

Approval of appointment of Assistant Treasurer- **Treasurer Utter motioned to Nominate Director Hjelmhaug as Assistant Treasurer. Vice President Vasquez seconded**

**the motion. The motion passed unanimously.**

Approval to change accounting program administrator- As mentioned earlier in the meeting, the QuickBooks Administrator needs to be changed to General Manager Abila. **Vice President Vasquez motioned to approve the change of QuickBooks administrator to General Manager Tony Abila. Director Hjelmhaug seconded the motion. The motion passed unanimously.**

**9. Correspondence:** None

**10. Closed Session:** 11:00am Personnel items were discussed

**11. Open Session:** 11:43am

**12. Adjournment:** 11:45am

Respectfully submitted: Amber Meyer