

Approved minutes of the regular Board of Directors meeting April 20 ,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, and Directors Guy Pollak, Doug Hjelmhaug, and Director Steve Pollock. Absent: Secretary Denny Clemens
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: Special Guest Steve Hewlett of Cal fire, BLS Fire Safety Coordinator Thomas Hein, 762-07, 740-05, 120-02, 136-02, 120-02, 114-11, 661-05, 739-05, 740-05, 043-11, 046-04, 117-09, 227-13, 136-02, 135-13, 070-09
4. **Member/Guest comments:** Member commented on Calaveras Big Trees Park offering programs in the summer, and to inquire at the Park for more information. Steve Hewlett made remarks on the following: 78 seasonal firefighters have completed their training and effective Monday April 22, the Arnold Cal Fire station will be up and running. Fuel break work has been done in and amongst the community all winter. Cal Fire has spent the last 2 years working with residents outside BLS to help with a shaded fuel break along the Highway and within Big Trees State Park. It is currently 85% done of Phase 1. Phase 2 will include the fuel break down to Moran Road. VIP and Cal Fire work very closely to go out and do inspections for 4291 Defensible Space Requirements. Because of the vast number of homes, Cal Fire does not have the time to do inspections themselves, which is why they rely on volunteers for the majority of the inspections. Cal Fire reports up to 99% compliance within the community. Questions were posed to Captain Hewlett regarding compliance of properties and how to get those non-compliant to adhere to the rules. Cal Fire does not have the authority for inforce anything outside of 100-foot defensible space. If an HOA want to increase distance in their C&Rs, that is at the discretion of each Association, but Cal Fire will work with each association to make sure the verbiage in within the law. Discussion was had on the update of the Associations' Violation and Fining Policy to include steeper fines for those non-compliant with fire safety.
5. **Approval of Minutes of the Regular Board Meeting March 16, 2019 meeting:** Director Hjelmhaug motioned to approve the minutes of the Regular Board Meeting held March 16, 2019. Treasurer Utter seconded the motion. The motion passed unanimously. Director Pollak abstained.

Presidents Report: President McAtee gave the following report: Good morning fellow board members. Spring has finally sprung and we are finally enjoying really great weather. Finally! At last check our lakes are full and ready for the summer season.

This month's Facilities and Long Range Planning Committee meeting further discussed a more robust fining policy for those properties considered to be the worst of the worst, and reviewed our attorney's opinion on our new fining proposal. This will be discussed later in the meeting.

They also discussed plans for repairing the culverts beneath the lower tennis courts, expanding our parking lot, rebuilding the deck near the dining room, and expanding the size of our fitness center. We are in process of interviewing contractors and reviewing bids for this work. More will be reported at next month's Board meeting.

As discussed at previous month's Finance Committee meetings, we had discovered weaknesses of our in-house accounting systems. Through the efforts of our treasurer, Bruce Utter, we have made great strides in correcting the problems identified and are confident that most of the problems have been resolved.

On the advice of our auditor, William Erlanger, we are now in process of evaluating proposals from professional HOA specific accounting companies to perform accounting services for us instead of using in-house services. To date the committee has heard proposals from two firms and hope to hear from at least one more soon. The committee also discussed possible financing options to pay for the work being proposed by the Long Range Planning Committee.

As will be discussed in the Firewise section of the meeting, on May 3 we will have a Firewise work day at the HOA. Hope to see all of you 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 book for review
- Project master list: Playground border has been completed. Some projects are behind due to weather.
- There has been no movement on the property on Russell & Moran
- Garbage Spill Program which went into effect in January, has had many homeowners opt in to the program.
- Late Fees: In accordance with Civil Code 5657, the Association can charge a late fee not to exceed 10% of the current assessment or \$10, whichever is greater.
- Annual Meeting Agenda was attached, June 8th is the new date at the request of the BLSMWC
- One candidate for the Board of Directors is attached in the Board Book, no others have been received. The Deadline is Friday April 26.
- Lodge Generator will begin install in May
- Repairs were finished by staff to staircase leading down to the restaurant
- Summer Recreation: Staffing issues remain emergent, especially in the Lifeguard category.

7. Treasurers Report:

Financial Review: Treasurer Utter Reported asset reserves were on track, and there are adequate reserves to dredge fly-in lake later this year. Operating fund is good, and the Association is looking at doing a new reserve study. Having a current reserve study would be an important key in being approved for any potential loan for culvert repairs as well as parking lot, deck, and gym expansions.

Committee Reports:

A. Finance: Treasurer Utter reported the Finance Committee is has made big strides in becoming more efficient in reviewing the required monthly financial documents. **Vice President Vasquez motioned to approve the monthly financial certification for March. Director Hejelmhaug seconded the motion. The motion passed unanimously.**

B. Summer Recreation: Director Hjelmhaug reported the 2019 Recreation Handbook has been posted online, and Memorial Day Weekend will be the opening of activities. Hiring has been difficult, and we are actively recruiting including job tables at Bret Harte High School, Job Boards online and at Columbia College, as well as various social media postings. There is the possibility should we not be able to staff all Lifeguard positions, to hire Pool Monitors seeing as the Board approved it last year.

C. Events Committee: Vice President Vasquez reported the Events Committee met on April 3rd. The Spring Event “Sock Hop” will be held on May 4TH. The Fall event will be held in October, on a date to be determined. Tuesday afternoon bridge has been cancelled indefinitely. Texas Hold Em is looking for a new chairperson. Call the business office if you are interested in volunteering.

D. Architectural Review: 2 reviews including a solar panel install and deck addition

E. Facilities/ Long Range Planning: NEW FINING POLICY WITH ATTORNEY REVIEW - The new policy was discussed by the LRPC. A motion was passed to recommend the Fining Policy to the Board for approval.

REVIEW BIDS FOR CULVERTS, PARKING LOT, EXPANSION OF THE DECK AND GYM FACILITY - Still obtaining bids for these improvements.

RESERVE STUDY - The Reserve Study must be updated every 5 years. BLS is receiving bids to complete the Reserve Study. This subject will be discussed at the Board Meeting on 4/20/19.

STATUS OF SALE OF PROPERTY AT RUSSELL DRIVE - The purchase contract will be discussed at the Board meeting on 4/20/19. LAKE LEVELS - Fly-In Lake and Lodge Lake are full and ready for the summer season. Water levels are being monitored.

Treasurer Utter motioned to post the updated fining policy on the BLSHA Website for Member review. Director Hjelmhaug seconded the motion. The motion passed unanimously.

F. EPPOC: Minutes were included in the Board Book

G. Fire Prevention Program: March and April were tough months on BLS HOA properties. The water from the rain and snow did quite a lot of damage to the culverts, the drainage areas in the easements, the roadways, and the cedar trees. Because of the rain and snow melt, the cedar trees were inundated with runoff water. Many cedars have fallen over the past few months. March 15, 2019 was the last day for the Tree Mortality Grant. That grant cleaned up \$200,000.00 worth of standing dead trees, logs and slash. Now we have Nate’s tree service trimming branches and cutting down trees in the easements. With all the new slash and trees cut down by Nate’s, BLS looks like it needs a good clean-up again. I estimate around \$100,000.00 of clean-up is still out there in the HOA. This would include more standing dead trees, logs and slash that were addressed with the TM Grant. This does not include what Nate’s Tree service is currently working on for the County. The rain has washed a lot of slash and debris into the culverts. Tony has put a list together of all the culverts that have been brought to our attention. Many BLS property owners need clarification on what is their property and their responsibility. Many BLS property owners hear that cleaning their setbacks in the front of their property is the County’s responsibility. They also think that the easement between properties, where there is usually a

culvert, is not the property owner's responsibility. I believe we can easily address this in the next VIP Article. VIP inspections will resume the first week of June. Jimmy and Louise Cooke are in the process of securing the use of golf carts, signing up volunteers and assigning units to groups. We should have this process completed within the next two (2) weeks. Jimmy and Louise are going to schedule a VIP training day and a CALFIRE training day. Jimmy's plan is to take the VIP's to see a worst of the worst property and a normal property with violations. We have inspected and written CC&R violations on over twenty (20) properties in the past thirty (30) days. This is not because we are driving around searching for violations, but because neighbors are worried about the fire danger on adjacent properties. Close to 100% of properties inspected for CC&R violations are brought to our attention by neighboring property owners. Thomas Hein, BLS Fire Safety

8. **Old Business: Suggestions for updating the Filing Policy amounts regarding Article III Section 3 Trees and Vegetation:** The Policy will be posted on the website for member review for 28 days

Approval on bid for asphalt sealing: Bids were discussed

Director Pollak motioned to accept bid from Jims Asphalt for asphalt sealing. Director Pollack seconded the motion. The motion passed unanimously.

9. **New Business:** Appointment of Director of Elections- Ann Evans has volunteered for this position **Vice President Vasquez motioned to approve Ann Evans as the Director of Elections for 2019. Director Pollak seconded the motion. The Motion passed unanimously.**

Contract architect plans for Lodge Deck- expansion of Gym and Deck were discussed. **Director Pollak motioned to contract with an architect to draft plans for the expansion of the Gym and Lodge Deck. Director Hjelmhaug seconded the motion. The motion passed unanimously.**

Approval for Reserve Study Company- **Director Pollak motioned to approve a bid from Association Reserves to conduct a new reserve study. Treasurer Utter seconded the motion. The motion passed unanimously.**

10. **Correspondence:** One letter received from a member regarding a Violation Letter sent by the Association. President McAtee to respond.
11. **Closed Session:** 11:30am Personnel items were discussed
12. **Open Session:** 11:40am **Director Hjelmhaug motioned to hire Jason Gill as a full time sous chef. Vice President Vasquez seconded the motion. The motion passed unanimously.**

13. **Adjournment:** 11:43am

Respectfully submitted: Amber Meyer

