

**Approved minutes of the regular Board of Directors meeting May 18 ,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 Doug Hjelmhaug. Director Guy Pollak attended by conference phone. Absent: Director Steve Pollack  
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: 379-03, 120-02, 661-05, 739-05, 69-09, 230-02
4. **Member/Guest comments:** Comments were made on the Lifeguard staffing issues. Comments were made on perhaps forming a committee to provide assistance for elderly owners who may be ill and need help with daily house hold things. Recommendation was made to contact Arnold Angels to see if they would be able to help the community in this way. Comments were made on PG&E cutting live trees, and what can be done about it.
5. **Approval of Minutes of the Regular Board Meeting April 20, 2019 meeting:**  
**Secretary Clemens motioned to approve the minutes of the Regular Board Meeting held April 20, 2019. Vice President Vasquez seconded the motion. The motion passed unanimously.**

**Presidents Report: President McAtee gave the following report:** Good morning fellow board members. Our 2018, 2019, board year is coming to an end. We have had both a challenging and successful year and I would like to thank all of the Board members for all of their hard work. And, I would particularly like to thank departing members Bev Vasquez and Guy Pollack for their six years of service. That kind of dedication to our HOA is incredible and we truly appreciate it. As I will mention in my report at the annual meeting, 2018 - 2019 has been a year of coming of age for the HOA. We have learned that our traditional in-house accounting system that we have used for more than 50 years is no longer adequate for today's requirements, and today we will vote on abandoning that system and hiring a professional accounting organization to support us. We also learned that we are one of the largest HOA's in Northern Ca., and it is difficult to find support organizations that are large enough and sophisticated enough to support us. Additionally, we learned that our system for managing and tracking assets and reserves, that we have used since inception, only tracks assets until they reach 30 years of age, so when an expensive asset, like the culverts under our tennis courts that are about 40 years old need to be replaced, we no longer have reserves to pay for their replacement. And, as will be discussed today, we have hired a firm to evaluate our assets and reserves and determine what we need to do going forward to insure that we have adequate replacement funds.

Our summer season is about to go into full swing. Judith Anderson has a full summer program ready for us, and with the exception of not having sufficient lifeguards, we are ready to begin. The disc golf course equipment for Fly-in Lake has been ordered and will be installed the first week of June, along with the par course equipment which our maintenance crew has constructed, also the handicap picnic table and rental barbecue will be installed near the check-in office as

soon as the rain stops.

Once again I want to thank all of you for your help and support during the last year and wish us all a productive year next year.

Mike McAtee  
HOA President.

#### **6. Manager's Report: Manager Abila reported**

- The Delinquency Report, Payment plan report, Project timeline, and Garbage Spill Program sign ups were all included in the Board book for review
- Disc Golf- 9 baskets have been ordered, delivery will be in 4 weeks. Total cost for all baskets was \$3,720.96
- Fly-In Lake- All electrical and sheetrock was installed. This booth will open all summer to process members and guests using the lake facilities. Rental of equipment will also be handled from this booth
- Lodge Generator- Pad and electrical lines have been installed
- Sealing Lodge and Fly-In Parking lot- Lodge parking lot and most all pathways have been crack filled and sealed. Remainder will be completed once weather is cleared.
- Lodge Well #2- It was found that well #2 has holes in the supply pipe from the well pump. The pipe has been pulled. Estimated cost of repairs is \$12,000. This will include a new 440-volt pump. Supply pipe and pump are 9 years old. The last replacement cost was \$9000. The funding for this project would come from the Reserve Fund. **Treasurer Utter motioned to approve \$15,000 for the repair of well #2. Vice President Vasquez seconded the motion. The motion passed unanimously.**
- Summer Recreation- Staffing Issues: currently on 3 lifeguards on staff, with the potential on 1 more who still needs to pass the certification class. The Lifeguard shortage is a national issue, and the Association will continue to recruit and hire into the season. Management contacted the Associations insurance carrier to ensure that there was no increased liability. They have stated there is none. The Associations Attorney has also been contacted to inquire what legal obligation the Association has to provide lifeguards. They are researching. Additional "No lifeguard on duty" signs have been ordered as well as additional lifesaving rings to be placed at all lifeguard chairs. Additional life vests have been purchased.

#### **7. Treasurers Report:**

Financial Review: The final audit was received in May. The results ended in conformity with accounting principles accepted in the state of CA. The Asset Reserve study was mentioned and the company completing the Associations will be on site June 6<sup>th</sup>. The finance committee has interviewed 2 outside Accounting firms that specialize in HOA accounting and is very interested in one of those companies.

#### **Committee Reports:**

- A. Finance:** Treasurer Utter reported the Finance Committee has reviewed the monthly financial documents. **Director Hjelmhaug motioned to approve the monthly financial certification for April. Vice President Vasquez seconded the motion. The motion passed unanimously.**
- B. Summer Recreation:** Director Hjelmhaug reported he has met with Judith Anderson and Veronica O'Boy regarding planned activities for Summer recreation. Fly fishing

is back on the calendar that's to a local fly fishing shop owner. There will be a Touch-A-Truck event at the Fly-In parking lot later in the season as well.

**C. Events Committee:** The events committee has decided to present to the Board forgoing the Fall Event due to lacking attendance, and use that money to purchase a better sound system to allow for different kinds of events. Management is researching options.

**D. Architectural Review:** 2 paint approvals, fence and solar system install were approved

**E. Facilities/ Long Range Planning:** REVIEW STATUS OF BIDS FOR CULVERTS, PARKING LOT, EXPANSION OF THE DECK AND GYM FACILITY - Some of the bids for these improvements have been received. Should receive some additional bids by the end of the month. Will need engineering reports as well.

RESERVE STUDY - Tony Abila and Treasurer Bruce Utter will meet with the Reserve Specialist who has been contracted by BLS. The Reserve Study will be for a 30 year period. This meeting will take place on 6/6/19.

STATUS OF SALE OF PROPERTY AT RUSSELL DRIVE - Should have a response from our realtor by the upcoming board meeting on 5/18/19. \* Response from realtor was received with a counter offer. **Vice president Vasquez motioned to accept the offer**

**from current member for property on Russell drive for \$7500. Director Hjelmhaug seconded the motion. The motion passed unanimously.**

PREPARATION OF LODGE AND FLY-IN LAKE FOR SUMMER - The Maintenance Crew is working on both locations but have experienced weather delays.

Disc Golf - Equipment has been ordered and will be functional by the July 4th holiday.

Check-In Booths - Lodge Lake is ready. The booth at Fly-In will be ready by June.

Fly-In Lake - The barbecue and picnic will be installed as soon as weather permits.

Exercise trail and par course to be completed this summer.

#### NEW BUSINESS

Well Number 2 is leaking and needs to be repaired- Cost is \$12,000.

Fly-In Lake to be drained in August 2019 to allow dredging. The cove will be first, followed by the entire lake in September 2019.

The Lodge Lake property parking lot has been resealed and striped. The Fly-In parking lot will be resealed and striped as soon as weather permits. Pickle Ball - The two lower tennis courts will be converted into pickle ball courts. This will allow 4 pickle ball courts.

**F. EPPOC:** Director Pollack attended the meeting and supplied the Board with his notes.

**G. Fire Prevention Program:** Thomas Hein submitted the following report: The end of April and the beginning of May have been quite productive. The VIP inspections are almost ready to begin. VIP's will be conducting their inspections on May 28<sup>th</sup> and 29<sup>th</sup>. After the inspections, we will be sending all of the LE100's and the information, for CALFIRE's collector app, to CALFIRE for distribution and data entry. The week after the VIP inspections, we will be conducting CC&R inspections that are based off of the information that the VIP's collected. CALFIRE has given their blessing to use that information to conduct separate CC&R inspections. After the 2<sup>nd</sup> VIP inspections, we will inspect the unimproved lots in the subdivision with our CC&R's. This is the only way to make sure that the BLS unimproved lots are compliant with our CC&R's. We have asked the VIP's to give each property a 1 -4

numerical value. While this makes no difference to the VIP inspections, it will definitely help the CC&R inspections: 1. COMPLIANT 2. Non-Compliant (address sign, working on their cleaning, but no major issues) 3. Non-Compliant (needs attention now) 4. Non-Compliant (worst of the worst) These 4 categories will allow us to address all No. 4's first. After we have dealt with the worst of the worst, we can then move on to the No. 3's and so on. At the same time, CALFIRE will be sending notices to ALL property owners. This should be a successful VIP season. If you have any questions for me, please send me an email at [vip@blsha.com](mailto:vip@blsha.com). Jimmy Cooke gave the following report: Community Firewise Day Project was the 3<sup>rd</sup> of May at the corner of Moran Rd. and Hwy 4. 5-6 people showed up to help, and although the group was small they were able to accomplish a lot. These projects are required to keep BLS Firewise compliant. Mr. Cooke also pressure washed and re-stained the sign, as well as repainted the letters at the entrance of the community. Thank you Jimmy for your work on this project.

- 8. Old Business:** Approval of Fining Policy amounts regarding Article 111 Section 3 Trees and Vegetation. **Treasurer Utter motioned to approve Fining Policy amounts regarding Article 111 Section 3 Trees and Vegetation. Secretary Clemens seconded the motion. The motion passed unanimously.**

Update on Reserve Study- June 6<sup>th</sup> @ 10:00am walk around with the Reserve specialist. They will be looking at items older than 30 years.

- 9. New Business:** Approval of Annual 2018 Audit Report- **Vice President Vasquez motioned to approve the annual 2018 Audit Report from Erlanger and Levy. Director Hjelmhaug seconded the motion. The motion passed unanimously.**

Approval of Bookkeeping Firm- After interviewing 2 Accounting Firms that specialize in HOA accounting, the Finance Committee has recommended the Board go with Consortium LLC. **Secretary Clemens motioned to accept proposal from Bookkeeping Firm Consortium LLC. Treasurer Utter seconded the motion. The motion passed unanimously.** Life Guard staffing issues- A discussion was had on reoccurring staffing issues and the Associations options of running the facility with few to no lifeguards. The Association is also taking extra measures to make sure the membership is notified there are no lifeguards on duty.

- 10. Correspondence:** Received and reviewed  
**11. Closed Session:** 11:07am Personnel items were discussed  
**12. Open Session:** 11:26am  
**13. Adjournment:** 11:28am

Respectfully submitted: Amber Meyer