

Approved minutes of the regular Board of Directors meeting October 19 ,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 Bruce Utter, Vice President Denny Clemens, Treasurer Mike McAtee, Secretary Doug Hjelmhaug, and Directors Dale Ward & Joanne Schultz. Staff Present: General Manager- Tony Abila & Assistant General Manager- Amber Meyer
3. **Member/Guest Introduction/Comments:** Members from the following lot/unit numbers attended the meeting: 379-03, 120-02, 330-03, 136-02, 063-12, 139-08, 022-01, 114-11, 019-09, 661-05, 039-09, 320-09, and Thomas Hein. Member brought up the issue of speed on roads in the sub division, and how the HOA can help get people to slow down. Another member expressed gratitude to the Board of Directors for hiring Fire Prevention Coordinator Thomas Hein.
4. **Approval of Minutes of the Regular Board Meeting September 21, 2019 meeting:**

Vice President Clemens motioned to approve the minutes from the regular Board of Directors meeting on September 21, 2019. Director Schultz seconded the motion. The motion passed unanimously.

5. Presidents Report: President Utter submitted the following report: Good morning fellow Board members. Our VIP property inspections were completed during the week of September 23~27th. The 26 volunteer inspectors returned to the field to inspect properties that had violations in the first inspection which was done in July. We were pleased to see that most properties are in good shape. Blue Lake Springs is certainly a more fire-safe community than it was just a few years ago. Nevertheless, there were some properties that will be receiving notice of violations. Owners of these properties will be invited to appear before the Board and are subject to our recently revised Tree and Vegetation Violations section of 500-A-27. The first violation is subject to a fine of \$500. A second violation brings an additional fine of \$1000, and a third violation is an additional \$1500. Seven properties have been sent on to Calfire for their follow up, which may result in additional penalties.

Fly in Lake has been drained despite delays caused by construction of the Murphys Bridge downstream from Fly-in Lake, the continuous flow of water into the lake from underground springs, and early season rains. We plan to begin dredging the cove as soon as the ground is firm enough to support the dredging equipment. Time is short with the onset (we hope) of rainy season.

Expansion of the parking lot at Snowflake Lodge, work on the deck and enlarging the gym at the Lodge, and repair of the culverts underneath the lower tennis courts have all been discussed in the August and September Lodge Logs and in numerous Board Meetings. Repair of the culverts is partly a result of the very wet winters we have experienced in the past few years. We need to take action now to avoid much more expensive repairs if they collapse and the tennis courts are damaged. We have made arrangements to have our deck inspected by a qualified engineer. If it meets current standards, we can delay replacement. If not, the deck must be replaced to meet new standards imposed by the State of California following the collapse of a deck with subsequent injuries a few years ago. This project will allow us to somewhat increase the size of the present deck as well as expand the gym, which has proven to be a very popular amenity. The parking lot expansion is needed to insure that emergency responders can navigate our streets during busy summer weekends. The expanded area will be graveled as there is no need to plow

it during winter months when crowds are minimal. We plan to secure a loan for these projects. Interest rates are low right now, and this is a better and more fair alternative than a special assessment. Repayment of this loan amounts to \$19/year or less per each lot, and it's more fair than a special assessment in that the burden is shared by current and future homeowners, not just those who are homeowners now.

The Finance Committee has completed the job of preparing the budget for 2020. This is a detailed process which needs to be approved by the Board no later than the November Board meeting. In 2017, as a member of our Finance Committee, I wrote in the Lodge Log "Your Board recently adopted Revised Policy 500A-17, setting the goal for Major Asset Reserves of 50%, and further set the target for achieving this goal within the next 8 years... We voted to make a step increase in 2018, followed by much more modest increases in subsequent years." At the time I wrote this asset reserve funding was 26%. We are now 36% funded and on plan. This has been accomplished with an increase in assessments of under 3% in 2019.

Dale Ward has taken on the task of recommending and prioritizing projects for ADA compliance and for the safety and convenience of members with special needs. He welcomes your inputs.

6. Manager's Report: Manager Abila reported

- Administration: Delinquent Accounts & CC&R report were attached to the Board Book, including the properties that were asked to appear before the Board at the October 19th meeting.
- 2020 Budget has been included in the Board book for final review and approval
- Under state law, it is now required that all employees undergo a 1-hour sexual harassment class within the first 6 months of employment. Managers are required to attend a 2-hour class. Management is looking into a possible class held in Sonora.
- Senate Bill 323 was signed by the Governor. The bill will do the following: Limits the rights of the association to set membership qualifications for board candidates; Prevents non-owners from running for the board; Allows associations to only disqualify candidates who (i) have been owners for less than a year, (ii) would be on the board with a joint owner, (iii) has been convicted of a felony that jeopardizes the associations fidelity bond insurance, (iv) is delinquent in the payment of their assessment; Prohibits associations from ever suspending an owners right to vote; Requires the inspector of elections to be an entity or individual with no previous contractual relationship with the association, which disqualifies an associations existing manager, attorneys and accountants, among others; Requires associations to post the list of candidates, deadline for returning ballots, time and place of the annual meeting 30 days prior to ballots being mailed; Allows owners to review the signatures of all other owners on the outside mailing envelopes, and to copy voting list, including parcel number. As a condition of casting a ballot, homeowners must give up their right to keep their signature private; Makes email addresses available to all members by making them part of the membership list available upon request. Members can opt out of having their email address included with the membership list, but the bill makes no allowance for email address already provided to association.
- The Board will need to authorize the General Manager to contact the Associations legal counsel to update both the Election and Voting Rules as well as the Bylaws.
- Lodge Tree removal- It was found there are 5 dead pine trees 80-100 feet high behind the water company treatment plant. Bids are being obtained for removal. October update: It was found the actual dead tree count is 14. Contract is included in the board book.

- Cost to remove trees for parking lot addition has been attached. Management has filed the Forest Conversion plan. Cost for the conversion is typically \$450, but the Association has not been contacted yet.
- ADA addition of handrails and benches map and report are included in the Board book
- Summer Recreation 2020 Handbook rough draft was included in Board Book for review
 - 7. Treasurers Report:** Treasurer McAtee reported financial certification has been signed off in terms of documents being reviewed, but the Associations accounting firm has yet to provide full financials. Management will be working with the company next week to finalize transition. Full financials should be available in the next two weeks. The budget is complete and has been submitted for final review and approval to the Board. The billing will be done by the associations accounting firm, CID.

8. Committee Reports-

- A. Summer Recreation:** Secretary Hjelmhaug reported the 2020 Draft Recreation Handbook was included in the Board Book for review
- B. Events Committee:** Director Ward reported New Year's Eve theme ideas were presented at the last Events Committee meeting. The possibility of a new members dinner was also brought up and will be discussed at the next meeting.
- C. Architectural Review:** 1 paint application
- D. Facilities/ Long Range Planning:** Blue Prints - Still waiting on engineer's report. Patio Deck was inspected. Update: Inspectors report highlighted the deck is in sound condition, and does not need to be replaced for now. The committee has recommended to the board not to expand/replace the deck or the gym.

Status of generator - Installed. Need to have few changes made.

Kids play area - Metal and plastic structure to replace the old wooden playground structure. To be completed by Memorial Day weekend 2020.

Update on Fly-In Lake improvements

1. Dredging the cove and removing cattails - Scheduled for October/November 2019
2. Tree Planting - Approved by the Board. Trees to be ordered.
3. Disc Golf - Almost complete. Signs to be ordered.
4. Installation of weir by dam - Tony to check on this.
6. Par Course - To be completed in November 2019.
7. Drone Video - Tony to present to Board.
8. ADA Report - Handrails, signage and benches to be installed and will be discussed with the Board and in future LRPC meetings.

E. EPPOC: Meeting minutes included in Board Book

F. Fire Prevention Program: Jimmy Cooke reported the VIP inspections went well. Everyone has been extremely diligent, and the sub division is looking great. Cal Fire has begun issuing citations and is currently inspecting properties in BLS.

9. Old Business: a) Tree Purchase for Fly-In Lake Park- Staff will be meeting with arborist to learn to prune the new trees, and to plant them. b) Lodge Deck & Gym expansion- the Association received a verbal report from the engineers stating the deck was in great shape. Currently awaiting the written report, which if it comes back good will determine if the deck repair/gym expansion continues. c) Parking lot expansion- Letter received to the Homeowners' Association from Mike Johnson, Ebbetts Pass Fire Chief in support of expansion of the parking lot due to safety concerns.

- 10. New Business:** a) Dog Park at Fly-In Lake Park- Associations insurance carrier will not cover anything to do with a dog park due to increased liability. The Board had decided at a previous meeting that Fly-In Lake Park will be dog friendly, as long as they remain on leash. b) Playground Equipment- Management will be researching new equipment for the playground. c) Approval of dead tree removal at Lodge Lake- **Treasurer McAtee motioned to approve bid for removal of dead trees at Lodge Lake. Director Ward seconded the motion. The motion passed unanimously.** d) Senate Bill 323, update to Bylaws and Voting Rules- Management needs permission to submit new requirements to the Associations Attorney and have current Voting Rules and By Laws reviewed. **Director Ward motioned to have Management submit requirements of SB323 to the Associations attorney for a review of the current Bylaws and Voting Rules. Treasurer McAtee seconded the motion. The motion passed unanimously.** e) Approval of the 2020 Budget- **Secretary Hjelmhaug motioned to approve the 2020 budget. Director Schultz seconded the motion. The motion passed unanimously.**
- G. Correspondence:** 3 Letters received and reviewed regarding various issues. One letter read aloud at the request of the homeowner. The letter expressed concerns about the parking lot expansion, voting on important issues, fire prevention and broadcasting HOA meetings.
- H. Action Items- Previous & Current:** *New Senate legislation to attorney for guidance * ADA report in Lodge Log * New Homeowner packet to include fire safety information * Playground equipment to be researched and brought to the board in November
- I. Executive Session:** 11:25am Delinquent accounts and CC&R violations.
- J. Open Session:** 12:20pm The following actions will be taken- **Treasurer McAtee motioned to fine the following for CC&R Violations: APN#026-008-021 APN#026-035-002 APN#026-052-012 APN#024-007-014 APN#026-035-014. Director Ward seconded the motion. The motion passed unanimously. Director Schultz motioned to grant a 30-day extension to the following properties to remedy CC&R violations: APN#026-004-006 APN#026-004-025 APN#026-033-011 APN#026-009-010 APN#024-032-037. Secretary Hjelmhaug seconded the motion. The motion passed unanimously.**
- K. Adjournment:** 12:30pm

Respectfully submitted: Amber Meyer