

Lake Forest Glen Homeowners Association
Regular Meeting of the Board of Directors
January 21, 2012 8:30 a.m.
Held at Lake Forest Glen Association Office
3101 Lake Forest Road
Tahoe City, California 96145

MINUTES

CALL TO ORDER BY - President, Mark Pierpoint at 8:35a.m. A quorum was established with eight board of directors. Directors present were, Nikki Aronhalt, Jim Cochrane, Brian Kane, and Steve Vanni. Directors calling in were Alan Nelson, Marshall Jackson, Mark Pierpoint and Mike Robinson. Staff present, Alan Miescke, General Manager and Carol Rainville, Administrative Assistant.

1. **APPROVAL OF REGULAR MEETING MINUTES** – A motion was made by Brian Kane to except changes and approve the minutes of November 19, 2011. A second was made by Jim Cochrane. The motion was passed by a vote of seven directors. Marshall Jackson abstained.
2. **HOMEOWNER HEARINGS/CORRESPONDENCE** - None
3. **GUEST SPEAKER** - Jerry Krug the guest speaker for the asphalt project was not able to attend and will be reschedule for the next board meeting.
4. **MANAGER'S REPORT-**
 - A. Action Items from 11/19/11
 1. Alan will reschedule asphalt guest speaker for January or February meeting. Done
 2. Alan will arrange for PUD to replace their water lines before asphaltting. Alan will discuss with PUD when we have specific locations for asphalt fix. Alan talked to the PUD they have no long term project to replace water lines. Alan will check with PUD as the asphalt project progresses. The PUD will patch as they go.
 3. Board to explore swale options before paving begins. Discuss with guest speaker. We will keep on the agenda until we see the asphalt representative.
 4. Alan will keep pool furniture out longer in Sept with a warning about lower pool temperature. The furniture and umbrellas are holding up well. Alan replaces them as needed.
 5. Alan will write a letter for HO about pressure regulator and angle stops. In progress.
 6. Alan will follow up on Pebble Tech info for spa repair and call Adam's Pool & Tile contractor. Alan met with rep from Burkett's and Adam's Pools 1/12/12 for more bids.
 7. Alan will tune up windows spread sheet to share with the board. One spread sheet is finished and Alan gave it to Jim Cochrane and the other spread sheet is more complicated. Alan said the Original Window Fund requirement is done. The final account balance is \$16000.00. This money can be put back in to the operating account. Window compliance will be handled through a letter to H.O. about architectural standards. The Window Claim Fund is looking good.
 8. Alan to contact Mr. Fong about Roof Warranty and Liens. Alan is waiting for more info about Roof Warranty. Mr. Fong says fair charges are okay for extra administrative work on liens. (see Old Business)
 9. Alan to track glass container use or damage in pool areas in the mornings. Review annually. Alan is keeping track. Alan finds at least one glass beer bottle 3 times a week.

10. Alan & Steve will review, evaluate and understand which porches need repair, create a spread sheet and will review storage locker project in the spring. They are looking at the options.
11. Alan will compose a letter to handle non compliance to Architectural Standards to include time frame, safety issues, to create some leverage for HO to get the work done, maybe include windows. Done. See Old Business
12. Steve will get Mc Nichols Catalogue to Alan. Steve brought catalogue for grate covers for swales and drainage ditches to Alan at this meeting. Alan said to be careful when considering using grate cover or drainage pipes if big loaders drive on them.
13. Mark will work on formulas for PUD water loss consumption providing the board with two different formulas. Mark provided a great analysis of Water Usage at LFG and reviewed with board members. The rise in cost is all in fixed charges for now. The conclusion is there is no validity in approaching the PUD for water loss. Mark will follow the consumption numbers in the next year.
14. Marshall will report on Communication Services Committee progress. Marshall found that both ATT and Charter are willing to do a special deal for savings on cable TV and Internet (not wireless). The only way to get the group rate is to pay for it with one bill for each service. We would need 60 to 70 % of homeowners to participate. There would be a substantial savings. The savings would have to offset what they are paying now. It ends up being a savings of 70%. Upgrades would be separate and billed to the homeowner. It is a 5 year contract with a limit of 3 % escalation. Having phone service included is a lot more complicated. Mark is looking into the possibilities of internet and voice hot spots technology. The question is as a board and association do we want to move toward offering utility services and all that is evolved? Administration of this service could be complicated. Marshall will continue his work on this and put together a first draft survey/letter for the H.O. and the board will review it. To be continued.
15. Carol will put Marshall to report on Communication Services Committee on the agenda. See Committee Reports - Done
16. Carol to put Asphalt Guest Speaker back on agenda. Done
17. Carol will put HO non compliance of Architectural Standards on agenda again. Done
18. Carol to keep log of Infractions by codes and do a report that goes back 2 or 3 years. Review annually. Done - See infraction report
19. Carol to type statement from Rules & Regulation under use of facilities on the Infraction Codes and Fines sheet. Done (*Attachment 2*)
20. Alan and Carol will compose letter to Unit 215 and email board. HO from Unit 215 came into office to arrange payments plan. (*Attachment 3*) HO has agreed to a payment plan.

B. Old Business

1. Architectural Non-Compliance Letters. The board reviewed and approved.
2. Spa Refinishing - The board reviewed each bid. Del Pino pools did the original plaster work. There was no warranty and the work is five years old. There is a longer life approach to refinishing the spa and it costs more. The Pebble Fina finish will last up to 10 years which is a material that Adam's Pool Specialties uses. All bids give different alternatives. Alan talked to Carnelian Woods who used the Pebble Fina finish through Adam's and it is holding up. Alan will follow up with Carnelian Woods to see how old their spa is. Alan will follow up on the bids to see what the differences are, get their warranties, time frame and email the board with additional information. Mike Robinson will have to adjust the budget for future repairs.
3. D&D Roofing Bill- D &D is requesting payment for materials purchased for the project. Weather affected completion. There was much discussion and concern. A motion was made by Steve Vanni to pay D&D Roofing fifty percent of materials cost at

this time. The motion was seconded by Nikki Aronhalt. Six directors were in favor and two were not. The motion was passed.

The D&D roof warranty letter was discussed. The board agrees that the wording in the third paragraph should read:

“This warranty is **in addition to** all other warranties, expressed or implied, including any warranties, expressed or implied, of merchantability or fitness for a particular purpose.” Leaving out the wording “**in lieu of**”.

C. **NEW BUSINESS** - None

5. **COMMITTEE REPORTS** - None

6. **INFRACTION REPORT**

Three year summary of infractions was reviewed and discussed. The board will review this again in a year.

The current infraction report listed one unit with an infraction and they paid.

7. **LEGAL** - None

8. **ACCOUNTING**

a. November 2011 Financial- The board reviewed and discussed.

b. December 2011 Financial - Mike Robinson said we are in good shape. The budget appears to have come in about \$18000.00 below what we had budgeted a lot of that being a lower insurance premium. There is nothing unusual in the budget at this point. The painting is covered. The operating reserves needs to be built up and the Spa will be paid for out of reserves. Alan will close out original window fund.

c. Smith-Barney Statement –The final CD was closed. Mike and Alan will work on investment plan.

d. Delinquency Report – The board reviewed the report and delinquencies are low.

e. Delinquency Tracking Graph – The board reviewed.

f. Dues Analysis Report Graph – The board reviewed.

9. **WEBSITE** - None

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

Electrical panels are being slowly replaced. They are about 45% complete.

Homeowners will have until July 1, 2013 to complete at which time the association will have the work completed if not done by then and the cost letter will be put on the Homeowner’s monthly statement.

Key projects were reviewed. This list will be emailed to the board.

The association does not have a list of Homeowners who carry insurance for their individual units.

11. EXECUTIVE SESSION –

The board discussed various actions to take on one delinquent unit and these actions will be taken along the lines discussed.

The meeting was adjourned at 10:55 am.