

Lake Forest Glen Homeowners Association
Annual Meeting of the Board of Directors
October 12, 2019 – 10:00 a.m.
Held at the Tahoe City PUD Board Room
221 Fairway Drive
Tahoe City, California 96145

MINUTES

1. **CALLED TO ORDER BY:** President, Mark Pierpoint called the meeting to order at 10:09 a.m. Treasurer Jason Kary, Directors Gary Leach, Kathleen Livermore, Doug O’Neal, and Jim Cochrane were present. Directors Alan Nelson and Sari Stenfors were unable to attend. Staff present: General Manager Alan Miescke, and Administrative Assistant Jessica Narlock.
2. **APPROVAL OF 2018 ANNUAL MEETING MINUTES** – John Torkildson, unit 54 made a motion to approve the minutes, and it was seconded by Darcy Seals, unit 49. The minutes were approved by a unanimous vote.
3. **NOMINATION COMMITTEE**
 - A. Kathy Livermore explained the voting process including the discussion in 2017 on the topic of cumulative voting and proxy voting.
 - B. **Request for nominations from the floor** – There were no requests from homeowners.
 - C. **Introduction of candidates** – There were 5 candidates running for 3 open board seats. Mark Pierpoint and Jason Kary (both incumbent) and Josette Reina-Luken, Barbara Schoen and Cathryn Okasaki (all non-incumbents). Each of the 5 candidates gave a statement about their time at Lake Forest Glen and their interest in serving on the board.
 - D. **Voting for election of directors** – The votes were counted by inspector Kathy Livermore, and homeowner Robin Leach, unit 208.
4. **PRESIDENT’S WELCOME, INTRODUCTION OF BOARD & STAFF AND REPORT**

Mark Pierpoint introduced staff and board members. He followed a Power Point slide presentation he had prepared for everyone to view the topics, with graphs and figures to aid interpretation.

Mark updated everyone on the tragic loss of our Vice President Steve Vanni on January 23rd of 2019. He asked for a moment of silence in honor of his memory.

Mark updated everyone on the topics to be discussed during the meeting. He discussed the action items from the 2018 annual meeting and key projects. He discussed the heavy winter we had and showed some pictures of the ice dams built up along the roof lines and the effect these can have on the life of the roofs. Our current roof replacement is scheduled for 2034 and so far the roofs seem to be holding up well. One of the action items requested was meetings and slides being readily available. Last year we introduced our new website where all this basic information is available. Another request we had last year was around the architectural process and documentation, which has really been reviewed over this part year and is also available on the website as well. There was some discussion around an energy audit and we have looked at it from the homeowners association point and done a review on that, we are mainly driven by the cost of the pools and the hot tub and heating both. Any homeowner can get an individual energy audit done by Liberty Utilities you just have to schedule that with them. The information is available on their website. We have also added some other energy saving links on our website under the “News/Events” page.

Another topic that comes up each year is security both at the pools and in the complex. The digital locks on the pool gates lock automatically at 9:00 p.m. and we also have someone come

padlock them at 10:00 p.m. nightly. We did some research on having someone on sight full time which is quite costly. We are planning some pool updates for next year, whether that be fencing, signage, etc. We purchased some new signs for the quiet pool. We commissioned some very nice blue letters that spell out "Quiet Pool" and will be mounted on the brick wall inside the pool area.

Mark thanked Sari for her work on presenting her vision ideas and discussed some items around this topic. One of the items is the OKR cycle. OKR stands for "Objectives and Key Results" which is essentially a planning cycle from January all the way through to December and what we are trying to do in terms of overall objectives, building the base of reserves for the roofing primarily. The last time we did the roofs it cost about \$2.5 million dollars in the 2010 time period. We are planning out to 2034 which is about 25 years. We estimate the cost to replace the roofs in 2034 will be around \$4 million dollars considering continued inflation each year. We work very hard to keep the dues as low as possible while still planning for the capital improvements. The key goal in planning is to avoid special assessments.

Mark reminded everyone about the new website, www.lfghoa.com. He also mentioned the private Facebook group that Cathryn Okasaki, unit 147 started. He stated that you do not need to be a member of Facebook to join the group, all you need is for Cathryn to send you an invitation to join.

Mark updated everyone on some architectural changes this year. The Board approved a new front door that has three rectangular glass panels at the top to allow more light to come through. The information can be found in the architectural standards. Another item approved by the Board this year is an additional option for a back fence. It is a half fence that is a metal grate between wood posts. This information will be added to the architectural standards as well. We also added an additional fiberglass window option to the architectural standards this year.

Garbage is another topic that comes up each year as well. LFG currently has 12 dumpsters spread out through the whole complex. One of the number one complaints from homeowners is the visual aspect and how unsightly the dumpsters are. Over the years we have had issues with people just leaving their trash on the ground outside the dumpsters, as well as people dumping off-site trash and construction materials. The HOA is looking into the idea of having either a large single dumpster location or possibly 2 locations instead of 12 to help mitigate some of these issues. Some of the challenges the HOA is considering is the distance homeowners will have to walk or drive to one of the two locations instead of having a dumpster in their courts. Another issue we are considering is the volume of traffic to each of the two locations and what implications this might have. The first location would be by the maintenance shed, and the other one would be by the meadow, however we may not even be able to put one out by the meadow and will need to research further before any decisions are made. There are many challenges the HOA is considering and there is no easy solution.

5. **GENERAL MANAGER'S REPORT**

Alan thanked the board for all their hard work and the great job they all do. He thanked Jessica for all her hard work, and all the work she did on the website. He also thanked Juan and Alfonso (even though they were not present at the meeting) and asked that homeowners thank them at the picnic for all their hard work as well.

- A. **Brick and concrete porches – we finally found a contractor to come and do brick and concrete repair around the complex. We intend to continue to use them for maintenance purposes now.**
- B. **Landscaping – we have a 3 year plan in place. This year we did a ton of work on the back entrance. We took out a portion of the fence so people walking can see oncoming cars. We created a walkway along the asphalt so people do not have to**

walk on the road. We planted several trees and removed some of the juniper shrubbery.

- C. Footpaths – we replaced some of the footpaths around the adult pool due to bad root problems. This was a type of test to see how the pavers would work with growing roots and our ability to adjust them around the roots. We are considering replacing all the footpaths in the complex with pavers. We received one bid around \$130,000.00 to do all the footpaths in the complex.
- D. Pools: mechanical equipment & fencing – we've had \$40,000.00 in the reserves for quite a few years to put a new fence around the adult pool but we keep pushing it out and making repairs to extend it's life, but it needs replacing at some point. We are trying to incorporate that design in with the footpaths and some other improvements we are considering. The mechanical rooms coincide with another project we are considering around the pools, which is the bathrooms. We would like to take the two bathrooms and incorporate them in to one unisex bathroom that is handicap accessible, make the pool gates handicap accessible and bring everything into compliance. At the same time we would like to enlarge the pump rooms to make it easier to work in there and have the whole building rebuilt to current standards and codes.
- E. Storage locker fixes – about four years ago we did a study on what it would cost to tear them all out and replace them, but it turned out to be over \$1 million to do this, so we have just been trying to fix them, new doors, new hinges, etc.
- F. Privacy fencing – Mark talked a bit about the new parallel fence that is now an option. We thought about changing the side privacy fences but again that turned into a huge expense. We did some painting on the tops of the fences this year and we do know that the entire fence needs painting and are trying to get a couple of people to do that this winter.
- G. Crack fill & sealing – every year we have to crack fill so water doesn't get in the cracks and cause the to expand and get bigger. Sealing is on a four year cycle and we just did that this last year, and striping can be every year depending on how much plowing we do in the winter.

The discussion was then handed over to Jason Kary, Treasurer, to discuss the financial report.

6. FINANCIAL REPORT

- A. Treasurer Jason Kary discussed estimated final 2019 costs, and projected 2020 costs. He covered the budget items with the aid of a power point slide presentation. He discussed revenue and expense line items and variances. The power point slide presentation is available on our website, lfghoa.com.

Homeowner comments/questions:

Colleen Morrow, unit 226 – Commented that pine needle build up is another thing that damages the roofs in the long term.

The HOA periodically removes build up from the roofs when necessary.

Irving Rappaport, unit 159 – Asked for clarification on the re-roofing cycle, is it every 20 years?

The shingles are 50 year shingles. We have budgeted for the replacement in 20 years with the estimate that we will get a least 25 years out of them but have budgeted on 20 years.

Darcy Seals, unit 49 – asked for confirmation that the Facebook group and the LFG website are not linked.

Neither the Association or it's website are linked to the private homeowner Facebook group.

Frank Perachiotti, unit 138 – asked for clarification about the new back fence location.
The new fence is just for the back of the deck, not the fences on the sides that come off the building.

Darcy Seals, unit 49 – stated that she did not like the look of the new fence because you can see through it.

Clarified that the new back fence is not a replacement for the current privacy fencing, it is an option for homeowners who prefer to be able to see through their back fence.

Maria Borovinskaya, unit 165 – asked for clarification that the new back fence is an option, not a requirement.

Clarified that the new back fence is not a replacement for the current privacy fencing, it is an option for homeowners who prefer to be able to see through their back fence.

Josette Reina-Luken, unit 211 – asked for clarification of the advantage of having a single dumpster location as opposed to keeping the multi-location dumpsters.

In the winter the 12 individual dumpsters require constant attention to keep them open and clear. If people can't get to the dumpster they end up leaving their trash in the snow and in the spring when the snow melts we have to go around and clean up all the trash spread out everywhere which takes a tremendous amount of man hours. Plus there is always an issue with the bears year round, not only do they spread trash all over, it is safety issue as well.

Frank Perachiotti, unit 138 – asked if the new proposed dumpsters would be locked at night like the current 12 other ones.

We are not sure yet as we believe the large dumpster doors have a covered latch to prevent bears from opening it. We will continue to research this aspect.

*****ACTION – inspect the dumpsters further to determine how they function.***

Bill Schoen, unit 105 – asked how the big dumpster would be emptied.

The garbage company picks up the dumpster and takes it to the dump to be emptied and then returns it.

Mike Luken, unit 211 – suggested pouring a concrete pad underneath for easy placement and removal and to reduce the potential of damaging the asphalt.

We are researching this matter further. We would be able to do this for the one by the maintenance shed but we may not be able to do it for the one by the meadow.

Diana Gill, unit 115 – asked how many small dumpsters we currently have.

We currently have 12 total, 11 three cubic yard dumpsters, and 1 six cubic yard dumpster by the maintenance shed.

Maria Borovinskaya, unit 165 – expressed concern around the volume of traffic coming and going to a single location to dump trash. She also stated that people who live near one of the two locations how unsightly the large dumpster would be for them.

We have noted her concern and this is one of the things the HOA is considering in their discussions.

John Torkildson, unit 54 – stated he has a small dumpster in his court and it is very convenient.

This is one of the many things the HOA is considering while researching things.

Tricia Scarcia, unit 2 – stated she also has a small dumpster in her court and it is very convenient, she also does not like the thought of having to put trash into her car and driving to another location.

Barbara Schoen, unit 105 – asked if it would help if we put on a sign on the dumpsters that says “please flatten boxes”.

We do not own the dumpsters, so at any point the dump could switch them out and our signs would be gone.

Josette Reina-Luken, unit 211 – suggested doing a pilot run with the 2 location dumpsters and see how it works.

This is one of the things the HOA is considering while researching things.

Colleen Morrow, unit 226 – stated she supports the proposed 2 dumpster locations.

Margie Greenwald, unit 170 – asked if we have done any research in the area to see if any other HOA's have done something similar to our proposal of 2 dumpster locations.

We have done some research and it varies. Some HOA's have their dumpster located in a large garage, some have their dumpsters behind fences, other just have the dumpsters around the complexes similar to what we have now. We haven't seen anything exactly like what we are proposing and a lot of other complexes are much smaller than we are.

Irving Rappaport, unit 159 – suggested security gates at the front and rear entrance of the complex.

Robin Leach, unit 208 – asked if it is possible to install digital locks similar to the ones at the pool on the dumpsters so you have to have a key card to access them.

The force from dumping the bins into the truck would probably break anything we tried to install on the dumpster. In addition, we do not own the dumpsters, so at any point the dump could switch them out and our locks would be gone.

Colleen Morrow, unit 226 – asked what the current interest rate is on our reserves account.

We are currently earning approximately 1% on that account. We have talked about and are exploring the opportunity to invest that in other higher yield accounts. Any account we consider has to be insured and we cannot put anything at risk on the stock market.

Irvin Rappaport, unit 159 – asked about the possibility of AAA rated California municipal bonds which are paying about 5.3% this year and are guaranteed. He also asked about issues with climate change and if Lake Forest Glen has any concerns other than fire that might affect us.

We are not sure if we can use those but it is a good reminder to double check again. There are some different options that have muni's behind them that generate higher returns that we will look at as well. Fire is the main concern for all of Lake Tahoe. At one point Lake Forest Glen was considered in the flood zone however after the extensive work in the meadow and around the creek we were officially removed from the flood zone.

Sunny Nelson, unit 189 – discussed the topic of short-term rentals. She stated that Placer County has started planning a rule making process centered around short-term rentals in the county. There are approximately 4,500 short-term properties in the county and a majority of them are in the Eastern part of the county.

Originally Lake Forest Glen was advertised and sold as rental properties. The HOA has discussed this topic at length and we have determined at this point that we will not be making a unilateral call, but as the communities and county pull that all together we will follow what every guidelines are set forth by the county for the county.

Colleen Morrow, unit 226 – suggested painting large numbers on the asphalt in front of each unit to help mitigate illegal parking. Also requested we install the backboard on the single tennis court.

Take a picture of the vehicle and the license plate and send the info to the association office, we can do our best to send warnings and/or fines to the appropriate people.

Tricia Scarcia, unit 2 – asked when the hole dug by Liberty Utilities to repair their electrical box would be fixed/repaired.

We have called them several times and we have been told they would fix it. We may repair it ourselves if they continue to put it off.

Colleen Morrow, unit 226 – mentioned that several lights in the complex flash on & off frequently and was curious if that means the bulb needs to be replaced or if there is a problem with them.

We are looking into replacing all of the exterior lights in the complex with newer more energy efficient lights.

Sunny Nelson, unit 189 – suggested that the HOA office change their hours to be open on the weekends.

The HOA would need to hire someone to work weekends, which could potentially cost the membership more in dues to compensate for the extra salaries being paid.

Maria Borovinskaya, unit 165 – asked about getting an estimate for security to be on site just on the weekends. She also suggested doing the dryer duct cleaning for the entire complex.

The company we received the estimate from was for full time and a minimum contract of 6 months. The challenge with the dryer vents is that they have to be cleaned from both sides, interior and exterior, and coordinating that for the entire complex would be both labor and cost intensive. Homeowners are responsible for cleaning and maintaining their dryer vents, the HOA is simply trying to coordinate a discount for multiple units at a time.

***** ACTION – Contact Aztlan Security Services, Inc. about an estimate for weekends only.***

***** ACTION – Agenda item for the next Board meeting. Determine if the HOA will pay to do the entire complex, or if homeowners will be responsible for this themselves.***

Gudrun Schamoni, unit 224 – asked what will be done about the roots that are left from the aspen trees that were removed near their unit.

The tree and the roots are all dead, they have been killed and will not sprout again. Their deck would need to be removed for us to be able to remove the stumps and roots. We will discuss how we are going to handle this with the Board.

*****ACTION – Agenda item for next Board meeting. Discuss a plan for removal of the dead roots and stumps around the pool area.***

Karen Matulich, unit 225 – asked if we could arrange for window washing for homeowners who wish to participate.

The HOA office has a flyer for a company who does multiple unit discounts. The homeowner Facebook group could coordinate this amongst individual homeowners.

Sanda Edson, unit 169 – asked if install pavers in the rear of their unit was allowed, and if so, do they need approval from the HOA.

She will need to submit her proposal with design/layout details and the color of the pavers must be approved as well.

7. OPEN SESSION

Open Session began at 11:42 a.m.

Open Session ended at 12:09 p.m.

8. **ELECTION RESULTS**

Kathy Livermore, Election Chairperson, reported on the election results:

President Mark Pierpoint was reelected.
Treasurer Jason Kary was reelected
Nominee Josette Reina-Luken was elected

9. **ADJOURNMENT**

Mark adjourned the meeting at 12:11 p.m., and everyone was invited to the homeowner picnic at 12:45 p.m.