

Lake Forest Glen Homeowners Association

General HOA Board Meeting

8:30 am Saturday July 27, 2024 (in office & via teleconference)

Board Members Present: Mark Pierpoint – President, Alan Nelson - Vice President, Jason Kary – Treasurer, and Stephanie Caronna – Secretary. Directors: Doug O’Neal, Barbara Schoen, Jim Cochrane, Kevin Morrison

Board Members Absent: Linda Meckel

Homeowners present:

Via Online: Elizabeth Denny (Unit #171); Elizabeth Swan (Unit 34); David Purves (Unit #9); Jessica Taff Higgins (Unit #70); Karen Regnstrom (Unit #76); Emily Sullivan (Unit #77); Jason and Lisa Alan (Unit #141); Andrzej Teplicki (Unit #62) Brenda Gill (Unit #163); Greg and Debbie Orton (Unit #215); Lory Digrazia (Unit 130)

Present in office: Jeff Warnes (Unit #51); Bill Schoen (Unit #105)

HOA Staff: Keith Larsen

Call to Order: The General HOA Board meeting was called to order by M. Pierpoint at 8:34am. Quorum established.

Summary of Discussion Points

Approval of June meeting minutes

- Motion to Approve with corrections: J. Cochrane; seconded B. Schoen; Board unanimously approved.

Next Actions

- Post approved minutes to website

Homeowner Correspondence and Hearings

Correspondence

Homeowner correspondence in the prior 25 days totaled 61 emails.

Homeowner correspondence that still have open items continue to be addressed.

Reports

Monthly financial review

- Monthly financial review:
 - Financials as of end of June. Revenue 49% YTD, Expenses 50% YTD. No major issues noted on monthly or YTD spending.
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Complete review of June financials

- Draft 2025 Budget Review
 - 2024 Forecast (as of July): Income \$1.2M (includes monthly dues \$420/month, 5% increase [excluding Spectrum pass through]); Op Expenses \$804K, +1%; Reserve Expense \$237K, 86% of budget; Reserve Allocation \$402K.
 - 2025 Proposed Budget: Income \$1.7M, includes estimated monthly dues of \$600/mo, 43% increase due to 4.5x increase in insurance costs estimated as \$600K 2025 vs \$133K 2024) [excluding Spectrum pass through]. Reserve expense \$144K, Reserve allocation \$396K
- J. Kary continuing conversations with Insurance broker to replace cancelled Farmers policy. CA Fair plan - \$20 million of coverage obtained but does not cover all aspects prior insurance plan had. Working to procure additional \$20-\$30 million in coverage.
- Homeowners may need to increase building coverage to \$200K vs \$50K of building coverage. HOA may require proof of homeowner insurance policy in near future.
- HOA to research replacement costs of units.
- 2025 provisional budget to be revisited in Sept for final approval. Firm quotes from insurance companies not provided until 30 days or less prior to coverage start.
- EV charger insurance to be considered going forward.
- Reserve Study 3rd party opinion Pending further investigation
- Bank transition to El Dorado Savings to Plumas Completed in July.
- Annual Financial Audit Pending completion.
- Liberty Utilities Billing and online account access under review.

Manager's Administrative Report

HOA Administrative Items

- M. Pierpoint suggested that in future the intent would be to communicate with homeowners electronically or homeowners would be charged a fee for print/mail.
- A formal motion will be made at a later meeting.
- Work underway to address defensible space requirements.
- K. Larsen has defensible space as a priority. Any remaining Juniper will be removed as part of this focus. Report outlines what work needs to be.

Committees

Architectural Committee

- The committee meeting was held July 18. Committee agreed upon gutters/downspouts only for back of unit and must add heat tape.
- Committee to provide specifications and standards. Update Architectural standards once standards are finalized.
- Unit #3 item turned out to not need gutter repair but fascia repair which has been completed.

Pool & Tennis Committee

- All items are being addressed including door lock, hot tub, key lock. New signage has been added as required. Confirmed pool hours are 10am- 9pm.
- New sign to be ordered for “no swimming after dark” until pool lights can be repaired
- Next committee meeting August 6th.
- S. Caronna to update pool hours on website.

Elections Committee

- No new applications were received by the end of nomination window 7/19. Three (3) incumbents: B. Schoen, J. Cochrane, D. O’Neal.
- Motion to re-elect three incumbents. B. Schoen, first and A. Nelson seconded. Board in favor, passed effective Jan. 1, 2025.

Landscaping Committee

- J. Cochrane reported that all new plants at the front entrance have been destroyed by gophers and other animals. Traps have been set.
- Shrubs have been thinned at Bristlecone entrance per defensible space requirements.
- Five (5) foot boundary for yards being considered by state – no final decision has been made at this time.
- Trees would likely be chipped for ground cover and homeowner J. Lawrence stated he has access to chips if needed.
- New plants to be planted once gophers are eradicated.
- More pruning and tree thinning/removal required per Fire Dept. report. Short Term Rentals (STRs) who may need to be prioritized due to permit renewals should work with HOA on timing and possibly pay the difference to be prioritized. View lines and privacy may be impacted to achieve defensible space requirements.

Old Business HOA project updates

- Path between units #133 & 134
- Motion by B. Schoen to build a walkway using pressure treated wood and cut in some steps on the downhill portion of existing path. Second by D. O’Neal. Motion passed.
- Pool umbrellas to be replaced with umbrellas with crank mechanism to open
- Motion by M. Pierpoint to replace up to 19 pool umbrellas (use existing bases) at \$300 per umbrella. Second by S. Caronna. Motion passed.
- Garbage bins
- K. Larsen will work with waste management company to gain their okay to weld additional clasp to help keep bears from reaching into bins. If okayed, will test on one bin.
- Failing shingles on walls throughout complex
- HOA staff will continue to replace shingles themselves, saving \$4K-\$5K per unit by keeping work in-house. Happens ahead of painting process.
- Perimeter/exterior complex fencing
- Repairs estimated to be completed this year
- Lock system on pool entrances – some key cards are not working
- Resolution is to reprogram any non-working key cards

- Entry steps into some units are failing. K. Larsen recommended trying an epoxy product which is used in high trafficked areas such as hospitals. Cost is \$1400 for one step; \$1600 for units with two steps – approx. half the price removing and replacing altogether. Lockers/closets on stoop will need to be removed and then added back.
 - Motion by M. Pierpoint to test epoxy repair on 3-4 units. Second by D. O’Neal. Motion passed.
 - K. Larsen to explore the option of urethane-based product.
- Spectrum Update
- B. Schoen provided update. Spectrum upgrade is a major change to the complex. Re-wiring of units and unit groups will be completed on a case-by-case basis. Initial units to be re-wired are #99-104 and #25 -29. Crawl space in Unit #29 was evaluated and is difficult/not easily accessed. The proposal is to have new cable wiring (through conduit, running under back decks) placed on the external walls of the building, avoiding attics and under units due to difficulty in access.
 - M. Pierpoint and J. Kary to address HOA office account and order needed hardware.
 - B. Schoen to continue discussion with Spectrum on instability of internet strength.
 - New cloud DVR software to be updated in August.
 - B. Schoen has indicated a change in equipment handling whereby homeowners may keep their old modem, router or old cable box without incurring fees after 30 days as they are no longer required to be returned.
 - M. Pierpoint stated that based on testing over a few days, internet strength continues to vary widely from ~30-420 Mbps and connection is not stable.
- New Business**
- October homeowner meeting
- M. Pierpoint requested that committee heads begin preparation of materials for the homeowners’ meeting.
 - M. Pierpoint to begin gathering required documents to be mailed prior to homeowners meeting
 - M. Pierpoint will work to secure location for meeting.
 - Materials to be postmarked on or before August 13, 2024.
- LFGHOA.com website
- S. Caronna shared that she and J. Kary will continue to pursue new platforms for website
 - S. Caronna and J. Kary to participated in demos with two possible options. Will continue to update board.
- Open Forum (Homeowners)**
- Karen Rengstrom (Unit #76) requested HOA provide estimate for replacement costs to homeowner for condos (in case of fire) to ensure homeowners secure adequate insurance.
 - Board to explore and come back with recommendation.

- Andrzej Teplicki (Unit #62) stated that new modem has been received and asking if it should not be installed. M. Pierpoint stated that internet instability is most likely not caused by modem and suggested Mr. Teplicki install new modem and test.
- Lory Digrazia inquired further about defensible space requirements and concerns that if unit passes, unit block/building may not. Inquired if Fire Dept report has been received.
- Elizabeth Denny (Unit #171) questioned her July Spectrum billing. J. Kary responded that it was the HOA's understanding homeowners would not be billed by Spectrum in July.
- Bill Schoen (Unit #105) commented on costs associated with umbrellas in pool area and well as use of common use areas. Asked if insurance company will visit complex.
- J. Warnes (Unit #51) voiced concerns that HOA may not have his correct contact information as he has not received certain communications. Further he has serious concerns with activities at Units #55, 56 and 44 which are short term rentals (STRs).
- M. Pierpoint provided an update on hiring a new HOA office manager. He thanked Board members and others who have stepped in to help during the interim period.
- Applications have been received.
- HOA Board confirmed Fire Dept report has been received and work is underway to address what is stated in report. Timing to be further addressed.
- Homeowners may submit a copy of the Spectrum July bill and HOA will reimburse the \$65.16.
- It is recommended that within 60 days, Homeowners return old modem and any old equipment via an official UPS store (one is located in Truckee) so as to not be billed for old equipment.
- Board to discuss use of common use areas in September Board meeting.
- J. Kary to ask insurance company if a visit is required.
- HOA may consider requiring homeowners to provide copy of their insurance and HOA to keep record of that insurance going forward.
- Mr. Warnes to provide HOA with current contact information.
- HOA to contact homeowners of Units #55, 56 and 44 to address issues.
- Interviews to be conducted with the hope to hire someone by end of August.

Executive Session No executive session

M. Pierpoint stated he will follow up on Davis/Stirling contract. With no further business, M. Pierpoint made a motion to adjourn meeting at 11:24 am. Second by J. Cochrane. Motion passed.