

**ARNOLD LILAC PARK HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS**

Saturday, June 3, 2023 @ 10 AM

At the Pool, 1000 Lilac Park Drive, and via Zoom

Draft Meeting Minutes

Agenda

Call to order and establish a quorum at: 10:04 am

Board Members Present: Dorothy Hilts, Joanie Bennett, Melissa Huntsman, Kim Phillips, Mark Nelson, Mike Willemsen, Sue Lynch, Shelly Fontes, Gary Ryan.

Homeowners Present: Debby Beck, Mike Smith, Bruce Manildi, Dave Lynch, Tim Jones, Mary Boblet, Michele Anderson, Sue Tenerowicz, Minnie Correa, Brian Peoples, Sharon Leach.

Consent Agenda

The following items are expected to be routine and may be enacted on one motion. There will be no separate discussion on these items unless requested by the Board. Any Board Member may request an item be removed for later discussion.

1. Approve minutes from previous Board of Directors meetings and financials

A. May 6, 2023 Board Meeting Minutes

B. May Financials

Without objection, all the items are adopted by general consent.

Regular Agenda

1. Correspondence

A. Information request from a potential buyer

Two Records requests for financials

Inquiry on completing the Annual Information Form

Two Inquiries on paying delinquent dues

Between regular mail & email, about 30 Information Forms were received.

Title company demand

Member concerned about vandalism mentioned at the April meeting. Requested a property check.

Realtor request for CAR disclosure forms

Another member concerned about the report of vandalism complained of a member constantly walking the neighborhood trespassing and filming people and their homes.

Suggestions received from a member for pool improvements, lot clearing & snow removal.

We received a complaint about postings on Facebook – I would like to remind the community that this HOA does not have a Facebook page or endorse one, and we have no control over what people post.
We received a member complaint regarding another member.

2. President's Report – Dorothy Hilts

A. Executive Session – May 6, 2023

At this meeting we had lengthy discussions regarding the documents and evidence that would be presented for ADR mediation.

B. ADR Update

There are no updates to report at this time.

3. Treasurer's Report – Kim Phillips

A. Bank Balances

CD Reserve account \$16,081.66; Checking account \$41,157.66

B. Open Invoices

18 Owe 2023

2 Owe 2023 & partial 2022

4 Owe 2022 and 2023

4 Owe 2023 and the past 2 years

2 Owe 2023 plus 3 or more years

2 Liens in place

1 Owe special assessment

2 Outstanding transfer fees were paid this month

Total of 32 past Due Lots

4. Pool Manager's Report – Mark Nelson

A. General status – The past month was focused on repairs, cleaning, painting and getting the pool contractor to do his duties inside the pumphouse and solar. We would like to thank the volunteers, Mike Beck, Debby Beck, Dave Lynch, Mike Smith, and Marjorie Dorton.

We are chemically balanced, and we are officially open on June 3, 2023. This year the price of the pool chemicals has gone-up 100%.

5. Other Committee Reports

A. Social Committee – Debby Beck

July 1st is the parade, so we plan to do our hotdog BBQ after the parade from 12-2, Melissa, Sue and Debby have other plans for a wine event but still need to set a date.

B. Architectural Committee – Mike Willemsen

There is nothing to report at this time.

C. Collections Committee – Kim Phillips

This past month in May we sent out letters and delinquent notices. They are starting to come-in, but we still have members that owe dues.

D. Election Committee – Shelly Fontes, Joanie Bennett, Melissa Huntsman

There are no more nominees at this time.

E. Other Reports – None

6. Unfinished Business

A. Election Update – Dorothy Hilts

Nominations for the Board will be accepted until June 16th. On June 29th a pre-ballot notice will be sent out announcing who is running for the Board and on July 31st ballot packages will be sent out.

B. Common Area Clearing – Discussion/Possible Decision

Bruce Manildi sent a quote request to 18 companies, 7 responded, we have 3 actual quotes:

Mark Tiihonen - \$2500 Lot clearing of needles and debris - \$1,800.00

4 storm damage trees to be taken down and cut \$700.00

Safely fell 4 storm damaged trees behind pool area, cut into firewood lengths and stacked. Remove branches.

Proper Pruning Service - \$3000 Prune as needed for building and wooden fence clearance. Raise low dead and green branches approx. 15 feet. Trim low dead branches along the access trail. Take down all dead trees, usable trunk wood to be cut to 16-inch rounds and left on site. Thin saplings and smaller trees as needed. Clean up down and rotten logs and dispose of. Full clean-up of all limb debris, chip on site if possible.

Calaveras Clean Up - \$1650 – Pruning of diffused conifers, cleaning forest floor of large debris, felling of hazardous dead trees, hauling all green waste.

All three bids have their own insurance.

In summary, for next year's procurement of quotes, it is important to start earlier. General lot clearing falls under maintenance and is funded by the operating budget, while tree limbing or falling is considered a reserve fund project. Therefore, it is recommended to separate these two aspects when requesting bids to account for the different budgets involved.

Additionally, it was not specified in the initial request, but a Certificate of Insurance is required by State Fund for independent contractors (1099) who are not on regular payroll (W-2). They must have their own insurance otherwise State Fund will charge us Worker's Comp premiums.

Bruce is to follow-up with all three and commit to a timeline:

Currently the Board has requested him to verify that all quotes plan to clean-up all of the 2-acre lot (in writing) of the common area property.

Jason and Mark – available ASAP

Proper Pruning – available in ??

Calaveras Cleanup - available in July

While Bruce had the floor, he gave us a summary of this year's Cal Fire Inspections. After a hiatus due to COVID, we are resuming lot inspections this year with some changes. A new law now requires a 5-foot clear zone around the entire house, in addition to the previous 30 feet and 100 feet requirements. However, this year, we will not be inspecting the 5-foot clear zone.

The inspection process will involve Bruce (the Cal Fire assigned Volunteers in Prevention) visiting door to door to inform you of the inspection. You are welcome to accompany him during the inspection, where he will point out any violations if present. Following the inspection, a report will be mailed to the homeowner as a legal document from Cal Fire. You will have 30 days to address any flagged violations. If the violations remain unresolved after 30 days, another inspection will be scheduled. If all violations are corrected, you will receive a clean bill of health. Otherwise, a second inspection report will be issued, specifying the remaining violations, and you will be given an additional 30 days to rectify the situation. If the property remains non-compliant at that point, the process will be concluded.

Our assigned Cal Fire agent, who is also a law enforcement officer, will conduct the third inspection specifically for the Arnold area under TCU jurisdiction.

C. Ethics Policy – Discussion/Possible Decision

The Board believe it's unnecessary to add more layers of policy that simply reiterate what we are already obligated to follow. We have conducted some research with friends living in different HOAs, including ones in Arnold, Pollock Pines, Sun City Lincoln area, and El Dorado County. None of them have implemented this policy, as they are already bound by existing laws such as Davis-Stirling. The board believes this would be a redundancy. Sue made a motion to vote on the adoption of the ethics policy, Shelly Seconds.

No Votes: Shelly, Kim, Gary, Sue, Melissa, Joanie, Mark, Mike, Dorothy

7. New Business

A. Date and time of the July ALPHA Board Meeting – Discussion/Possible Action
Normally our July meeting would be on July 1st at 10:00, however the Arnold 4th of July parade is also happening on July 1st at 10:00. It was suggested that we change the time or day of the meeting to later in the day or move to the next weekend. Joanie made a motion to move the meeting to July 8. Shelly seconds. Yes Votes: Shelly, Kim, Gary, Sue, Melissa, Joanie, Mark, Mike, Dorothy

Open Forum. (3 minutes per attendee)

This gives the members in attendance an opportunity to ask questions or make statements. No action can be taken on matters not listed on the agenda.

Sharon Leech
Mary Boblet

Kim Phillips (as a homeowner)
Debby Beck
Dave Lynch
Bruce Manildi

The next meeting will be on July 8, 2023 at 10:00 AM at The Pool, 1000 Lilac Drive, and via Zoom.

**The Board will now adjourn and go into a closed Executive Session at 11:15.
Meeting Adjourned at: 11:01.**

**Respectfully submitted,
Melissa Huntsman**