

July 28, 2016

Gold Ridge Forest POA Board Meeting Minutes

Meeting called to order by Judi Brady at 6:03pm, introduce new board members, Brandon Miller, President and sharing Greenbelt, I am Judi Brady, CC&R Director, Jeff Hill is Vice President and Greenbelt, Pat Schoggins, Finance and Recreation, and Leslie Melendez, Architectural. I now turn the meeting over to Brandon Miller.

Brandon Miller, thank you for coming everybody, this is my first attempt so bear with me, and I have my son and daughter over there attempting to video for us and streaming live to Facebook.

According to the agenda, we have introduced board members, now to:

Previous minutes approval

Judi Brady- I would like to make a motion to approve the July 9, 2016 Annual Membership Meeting minutes: Schoggins-second, all in favor: Brady-aye, Schoggins- aye, Melendez-aye, Hill-aye, Miller-aye, motion passed.

Director Reports

President

Brandon Miller- my report is going to be short, I got this position 2 days ago. So I guess all I can say to anybody, is I am here if you would like to talk to me, and I am on Facebook, I know not everybody does it so, I have phone and email information to get ahold of me.

Architecture

Leslie Melendez- We have approved a dog run, and a roof and deck painting and deck steps.

CC&R

Judi Brady- I have one situation I am working on that is going to take some time, I called on another clean up situation today and contacted the owner.

Q-CC&R committee has not met?

Judi Brady- we had previous meetings where members were focused on personal agendas.

Committee Sign-up sheets were circulated.

Finance

Pat Schoggins- We have budget vs. actual reports on a cash basis. Membership dues for the 3rd quarter, we are roughly at 73%.

Total admin expenses \$51,508, employee expenses which includes payroll taxes, and workman's comp YTD are \$3664.89. Greenbelt \$9105. Recreation \$8095.

Roberts accountant reports are Quarterly, this is April – thru June 30th, Operating, statements of revenue and expenses, revenues include dues, recreation rentals and transfer of properties we are ahead of budget, which are things that we don't know exactly how much will be, late fees and bank charges for NSF.

Building permits, violation fees-check with Derrell, other income is mostly from Carol's classes. Under Expenses, recap from previous page, we have transferred 2 Quarter's contributions to reserves.

Reserves- I have a recap for expenses to talk about under new business.

Late dues balance is currently over \$8,000, some are owners that owe more than 6 quarters. I have a meeting planned in August to talk about it.

Greenbelt

Brandon Miller- Jeff Hill and I are sharing Greenbelt, and again, only have had the position for 2 days, we will get up to speed.

Member-PG&E had an article about their program for cutting large trees near power lines.

Brandon Miller-we have some trees marked by them that will be taking them out and removing wood.

Trees marked by their contractor, ACRT have a time line of 6-8 weeks. Any tree problems please contact the office to report.

Brandon Miller-I went to the Fire Safe Meeting and there is a lot of opportunities there and there is a possibility of making our own committee here in Gold Ridge Fire Safe Council which could help with leverage and insurance and a lot of other things, and this is a work in progress at this point. There a state grants to apply for and have someone going to meetings to stay in touch and notify of programs. On the Gold Ridge website, all the forms are there for tree requests. We need to collect tree count so we know scope to plan. I need to catch up and get up to speed.

Recreation

Pat Schoggins- I have been working with Jeff to get some of the grounds work done. Jeff has been doing a terrific job at the pool with the pumps. We had a pump some months ago that failed, we had to replace a motor and he replaced all the seals, and he noticed some others were also cracking and he replaced those, that is his forte. We will talk about pool hours and how long we can keep it open due to personnel.

We have Jeanne Harper here and she has some information to share, she has to go to another meeting and we will let her do that now.

Jeanne Harper-I would like to thank all of you for once again taking this on and all of us and our concerns and needs and its very much appreciated. I have been getting some messages from folks in the community about some of the things:

- 1-maintenance and increase curb appeal, what can we do to encourage taking care of property.
- 2-Facebook notices regarding thefts, and someone was almost run off the road, supposedly by the same two young men in a dark Toyota-what can we do, what should we do.
- 3 -Disc golf course question-reopen the discussion to public use on a pay basis with some stringent standards to protect the course. My husband will share to wonderful events at the end of the meeting. Thank you.

Old Business

Pat Schoggins-banking was previously discussed when Umpqua closed its Pollock Pines branch, and now our closest branch is on Broadway in Placerville. I think it would be prudent for us stay at least at this time with Umpqua, we just purchased new checks and they are expensive. Deposits can be made with a locking bag by other directors in addition to Karen.

Judi Brady-we voted to keep the operating account with Umpqua, and we all told Karen that we all go down the hill at some time, we are willing to take it in, if she has a deposit other directors can take it in.

Pat Schoggins-we will keep it at Umpqua for the time being. The next thing is: see the print out of bank account balances. We have way too much money in Umpqua, way over the FDIC insurance limit of \$250,000, over \$300,000. Totals at Umpqua are currently around \$350,000 and El Dorado Savings is \$71,000.

Operating checking is \$131,500, way more than needed in operating checking. We need to take approximately \$15,000 from operating to transfer to reserves for the 3rd quarter contribution. I suggest we take another \$37,000 out of operating checking and put towards a new CD at El Dorado Savings. That would leave remaining in operating \$79,550 in operating checking. I went back to June Roberts report from last year to check the balance and it was right around that amount. We currently have an insurance deductible in a money market account of \$10,129 at Umpqua, we would leave that alone. Our current reserve money market at Umpqua is \$202,262, and we are adding \$15,000, which totals roughly \$216,000 in reserves. I suggest we take \$105,000 out and put it towards a CD at El Dorado Savings. That would leave a remaining \$111,262 in reserve checking which is more than enough, almost double, to satisfy this year's planned reserve expenses.

Discussion of current bank balances and proposed transfers, any motions tabled until the finance committee meets to review and give recommendations, per Brandon Miler's request.

New Business

Pat Schoggins-Pool Closing dates due to staff availability, keep the pool open until one week after Labor Day is ok as long as we have 3 staff persons.

In August the sun sets earlier, by 2nd week close at 7:30, Sept. 1-close at 7:00.

Reserve Expense Update

Pat Schoggins-see the Roberts Report thru June 30, 2016. We have made some adjustments; pump motor will be reclassified to \$624. Repairs will be moved to operating, Pool Furniture 20 chairs, 3 tables, chaise lounges, signage, plexiglass – rebuild the kiosks.

Office expenses-new computer, software, \$1103.

Tot lot-steps, water fountain repair-move to operating, deck stain was purchased, will do it after pool closes. Cabana roofing- solar panel removal-and reinstallation, bathroom floor repair moved to operating. The total spent so far \$15,710, out of \$40,474 that was budgeted. We have a lot to do.

We need to paint the cabana & shed, stain deck, replace pool signs, office furniture, we have ordered the basketball backboard and bracket, there is also money designated to the play structure and swings.

Purchase requisition- this is used for approval by two directors for purchases, the idea was to keep track of purchases and at least two board members would know about the purchase before it is made. I think that is great, especially for reserve items purchased and any large expenditures out of operating, but, I think it is a lot of extra paper work for just run of the mill operating expenses, like Jeff ordering pool chemicals. That is something you have to do every 2 weeks, for example, janitorial things.

Judi Brady-for monthly things we buy every month any way, like stamps, toilet paper, etc., I agree, but reserve items should use the requisition forms.

Carol Steinbrecher-this was suggested to be used by Derrell Roberts, the accountant, it is ok for Karen and Jeff to make purchases of the items listed, but the purpose is for the directors to have more than one sign off prior to purchase rather than, here is what I bought, and here is the receipt.

Member question regarding Debit card, Judi Brady replied, only Karen can have one to use as the office manager to purchase office supplies, janitorial items, etc. is ok. I have learned from Derrell and a friend that has 40 years of experience working with HOA's and property management, the directors cannot have credit cards or debit cards, the HOA can lose your non-profit status.

Jeff Hill- consumable goods used monthly are ok, anything outside of this will be approved by the purchase request forms.

All directors agreed.

Revise 2016 Budget

Pat Schoggins- I want to move this to the August meeting and talk to our accountant, I did a report suggesting what we should move but I will meet with the finance committee.

Judi Brady- I will ask on behalf of the two new board members to get a copy of this a couple weeks before the meeting to give them time to look it over and ask any questions.

Pat Schoggins- I would suggest for you two to get with Karen and get copies of the all the financial stuff, you need the first 2 quarters of Roberts reports, and the 2016 budget to review.

Pest Spray

Judi Brady- I noticed our pool staff person using a raid can spraying for spiders, I suggest we contact a professional company to spray all the grounds to prevent pests.

Pat Schoggins- we had used Koby once per year in 2014, and 2012, we will check rates and schedule.

Green waste in Disc Golf Area

Brandon Miller-this topic was raised by disc golf course users; the concern is: piles in the middle of greenbelt area. The options are: 1-leave it, 2-move it, which will take our resources and time, just to move it to another area, does not solve the problem. Another option is to use greenbelt people to chip it. I like that idea, last option, leave it and burn it later in the year. They are pretty big piles. I am not ready to make a decision on that, I wanted to let everybody know what is going on and make a plan. Any input, questions?

Pat Schoggins-We do not have green waste cans through El Dorado Disposal, they are only offered to residential customers, not business or commercial accounts. I looked into getting a large green waste dumpster. The smallest 20-yard container is \$268, holds 3.5 tons, if heavier extra charge, you can have it for one week and they pick it up to empty one time.

Member- There is an agency, I don't know if it is the El Dorado disposal that will chip brush on the street.

That program is through the Fire Safe Council, and only available to residents, not businesses. Pat Schoggins- I have two vouchers from El Dorado Disposal to take in 2 pickup truck loads to the dump.

Brandon Miller-Committee Sign-up sheet is circulating to volunteer, I would like to get more people involved and get more input. There is also a way to give suggestions on the Gold Ridge Next Door app, social media thru Gold Ridge Facebook page.

Walk up Business

Ken Harper-There are a couple events coming up- National Night Out, is an evening to spend time with fire fighters and law enforcement, at station 17 in Pollock Pines, also Search and Rescue will be there, August 2, 5-7:00pm.

Concert in the Pines, featuring Bob Rawleigh, Saturday, August 27, 5:00-7:00pm, Old Pollock Pines School, 6290 Pony Express Trail, Entertainment Field, behind the building.

Question-Is DOT coming back in September? Yes- It is a two-year project to do all the roads in Gold Ridge.

Dan Christopherson- last year it was reported we had \$15,000 under budget, do you know what to expect for this year, over, or under, or raise dues?

Pat Schoggins-no, I don't see a reason to raise dues. We do want to increase the budget for greenbelt.

Brandon Miller-I would like to talk about Jeanne's topic of curb appeal. When you drive by the entry Gold Ridge sign on the corner of Sly Park and Gold Ridge, we can pay someone to do it, but we all live in the same neighborhood, we might as well improve it if we can, I did my corner on my street and my greenbelt.

Carol Steinbrecher-we do our greenbelt area together with our neighbors.

Pat Schoggins- if you see someone walking their dog, please ask them to pick up after them.

Judi Brady- I was going to look into purchasing the doggie bags stands next to the trash cans.

Brandon Miller- neighborhood watch is a good idea.

Judi Brady-I will contact the Stars volunteers to request them to drive thru more often. If you see something suspicious, try to get a license plate.

Judi Brady-we want to change the meeting night to Wednesday, at 7:00, it easier for Leslie, and for project approval, members can be notified on Thursday instead of waiting until the next Monday.

Judi Brady-Motion to approve move monthly meetings to 4th Wednesday at 7:00, Second-Miller, all in favor: Brady-aye, Melendez-aye, Miller -aye, Schoggins-aye, Hill-aye, motion passed. Beginning August 24th.

Brandon Miller-Disc Golf-open to public? We cannot control it, right now if there is a problem with non-members, they are trespassing. Members can take guests to use it just like the pool. I don't see any reason to open it up. Pat, Judi, Brandon all agreed.

Meeting adjourned 7:24pm.