

## **Lake Entiat Lodge Estates Association**

Meeting of the Board of Directors

May 29, 2010

### **TIME & PLACE**

There was a meeting of the Board of Directors of the Lake Entiat Lodge Estates Association at 10:30 a.m. on May 29, 2010. The meeting was held at the Clubhouse of Lake Entiat Lodge Estates, in Lake Entiat Washington.

### **PRESENT**

The following Board Members were present for the meeting: Greg Zeller, Brandon Fix, Margaux Mason, Scott Blair, Dan Lungren, Todd Watson, and Association Treasurer Kevin Kalberg. Representing Wapato Point Management Company, were Ken Flynn and Grace McClellan. President, Dan Lungren opened the meeting and Ken Flynn acted as Secretary.

### **ACCEPTANCE OF APRIL 23<sup>rd</sup>, 2010 BOARD MINUTES**

*After a motion duly made by Margaux Mason, and seconded by Greg Zeller, the minutes of the April 23<sup>rd</sup> 2010 Board meeting were unanimously accepted as written.*

### **ACCEPTANCE OF APRIL 24<sup>TH</sup> ANNUAL MEETING MINUTES**

*After a motion duly made by Greg Zeller and seconded by Margaux Mason, the minutes of the April 24th 2010 annual meeting were unanimously accepted as written.*

### **FINANCIAL STATEMENT REVIEW**

Association Treasurer Kevin Kalberg addressed the Board. Kevin explained that the April Financials are in a new format with the month-to-date and comparative for last year during the same month appearing on one page and the year to date information and comparative on a separate page. The Association has \$200,000 more cash on hand as compared to last year during the same time frame. Association receivables are down to \$45,000 and comprise mainly of four individual owner account balances. We were able to reduce the provision for doubtful accounts by \$8,000 due to collection efforts made by the management company. Year to date net operating revenue is \$29,000 greater than the expected budget and compared to the same time last year. Year to date expenses are \$2,000 under our expected budget for this year. Overall the Association has a net operating income of \$73,000 as compared to an expected budget amount of \$41,000.

Kevin Kalberg then recommended that the Board vote to pay down the note by one additional payment every year which would payoff the loan two years earlier than planned. This will save the association thousands of dollars. The Board consensus was to review this recommendation when the Board takes the issue up for a vote in the fall.

Kevin then asked the Board to review and revise the grace period for the due date of assessments. He explained that the current system requires that dues be paid on the first of each quarter but that late fees and interest aren't applied until the first of the following month which creates a nightmare for our accounting team.

*After discussion a motion was duly made by Todd Watson: Effective January 1<sup>st</sup> of 2011 the grace period for receipt of assessment payments is reduced to 15 days from the current 30 day grace period. Margaux Mason seconded. The resolution was unanimously approved.*

### **ELECTION OF BOARD OFFICERS**

Dan Lungren asked for nominations and or volunteers to run for President. Brandon Fix and Margaux Mason were nominated. ***Kevin Kalberg administered the vote via secret ballot. Kevin then announced that Brandon Fix won by majority and was the new Board President for the Association. Dan Lungren suggested that the Board vote Margaux Mason by acclamation as the new Vice President and that both terms would be for two years. He also suggested that the Board agree that in the future the Vice President would ascend to the office of President at the end of the two year term, to ensure continuity for conducting the Associations business. The Board then voted in Margaux Mason for the office of Vice President.***

Dan Lungren turned the meeting over to newly elected President Brandon Fix. Brandon asked everyone in the room to applaud and thank Dan for his six years of service to the Association as President of the Board.

## **NEW BUSINESS**

**Short Term Rentals** - The Board began discussion to review Section 2.2 of the first amendment at a homeowner's request. The issue is the number of short term rentals allowed. Currently, the covenants allow for 25; however, the number of actual rentals was 9 in 2008, 11 in 2009 and currently 11 in 2010. The Board heard differing opinions from several homeowners and Board Members.

***Following discussion a motion was duly made by Margaux Mason to lower the number of short term rentals from 25 to 23 effective January 1<sup>st</sup> of 2011. Todd Watson seconded the motion. The Board voted 5-1 in favor of adopting the resolution.***

Discussion continued with homeowners in the audience about putting together a welcoming committee to assist Grace. Members of the Board felt that it would be nice to greet new homeowners and renters to the community and to help educate those groups about the rules and regulations within the community. Alzira Dean, Terry Schmidt and Margaux Mason agreed to assist Grace by accompanying her

**Tree Height Restriction** - The Board began discussion to review correspondence from a homeowner concerning the tree height restriction of 22 feet. Dan Lungren stated that he received a copy of the violation letter which the Management Company had sent to the offending lot owner identifying the violation and requesting compliant action within 30 days. Homeowner Association Property Manager Grace McClellan stated that there were other properties that needed to be looked at. Brandon Fix asked if we had a lot plan which identified the grandfathered trees per the 2004 tree inventory. Management Company representative Ken Flynn stated to the Board that staff could provide a plan and tag those trees listed on the inventory by the next Board meeting. He also stated that currently, staff has no way of measuring the tree heights which makes enforcement subjective at best. The Board felt that placing a general statement in the online newsletter and website would help educate and notify owners that the Board has asked the staff to review this issue within the community. Brandon Fix asked if staff called owners before issuing a violation letter. Ken Flynn stated that they don't normally do that, but if the Board would like, they will begin to contact violators.. **Ken Flynn stated that he will have Grace perform a follow up call to the owners of lot 42 on block 7 before the end of next week.**

**Golf Cart Pilot Program** - Margaux Mason reported to the Board on the meeting that was held with the Douglas County Commissioners last Monday May 24<sup>th</sup>, 2010. The county would like to use Sun Cove for a pilot program which would allow golf carts to be used as legalized motor vehicles on the community streets within the Sun Cove community. (See attached report) The Board after much discussion, felt that Margaux Mason, along with Rules committee chair Todd Watson, should head an ad-hoc committee and propose: rules, regulations, fees and fines for the registration, inspection and operation of golf carts on private and community roads The committee will email these proposed recommendations to the Board for review and possible action.

**Sheriff Patrols** - Margaux also passed along information from the county Sheriff asking the Association if they would like to contract with his agency during holiday weekends for extra patrol . The cost to do this is \$50 an hour.

*Following discussion Dan Lungren made a motion to approve an expenditure of up to \$2500 to contract with the Douglas County Sheriff for extra patrols on July 4<sup>th</sup> weekend and the Labor Day holiday weekend. Margaux Mason seconded. The resolution was unanimously approved.*

## **COMMITTEE REPORTS**

**Facilities, Operations and Personnel** – Dan reported that the video recording station is set to motion detection and all screens are up and running. Margaux asked the Board to allow Grace to purchase a polycom unit for use at all future Board meetings because cell phone speakers are not good enough for conference calling. Grace believed we could purchase one for \$400 and charge it to office supplies. Board consensus was for Grace to move forward with this purchase.. Treasurer Kevin Kalberg also asked that Ken Flynn ensure that large purchases over \$500 for electronic equipment such as the video surveillance equipment and Grace's computer should be charged to capital improvements instead of operations. Grace also informed the board that all needed Staff has been hired for the season. Grace informed the Board that a homeowner has offered to repair and stabilize the pool fence at a cost of \$800.

***Board consensus was to have Grace use Nick Nelson to do the repair work as proposed.***

**Recycling Trailer** - Margaux Mason provided a report on the recycling program. (see attached) The trailer will be here within the next five to six weeks. The cost to do the upgrades as requested is \$600. Nick Nelson volunteered to pull the trailer to the dumping station in Wenatchee with Mike's help when needed.

**Tennis Courts** - Greg Zeller asked Grace and Ken to look into getting bids for both repair or replacement of the two tennis courts. He would like to have an idea of the cost to do both for future planning of next year's capital budget.

**Social** – The Board consensus was to have Margaux Mason become the Board liaison to this committee now that Bryan Wheeler's board term is up. Brandon reported that there are 30 people signed up for the June 25<sup>th</sup> Sun Cove Scramble at Desert Canyon. Brandon stated that Bryan Wheeler personally sent out emails to all who signed up with interest to play.

**Communication** - Brandon Fix showed an example of the printed newsletter. He asked if Grace could print a dozen off in black and white so that those homeowners who do not have email could pick them up at the clubhouse. He also asked her to print off some member directories . Brandon reviewed that in March the instructions for logging into the members only area of the website were sent out. The website is now in the process of being locked down (secured) by use of your username and password.

**Landscape** – Margaux Mason stated that the monument signs have been repainted and she and Grace are reviewing all of the additional signage within the Community.. The next plan of action for the committee was to get written agreements in place between adjacent property owner Scott Blair and the Board for the use and maintenance of the property where the monuments are located. The landscape committee plans on getting three bids from local landscapers to enhance the area with more plantings. . Margaux thanked fellow committee members Stevie Simone and Charlene Anderson.

**Long Term Planning** – Greg Zeller displayed conceptual plans for proposed walking trails throughout the community. The Plans were prepared by Craig Kruger. Greg felt that the association would probably want to fund the work to be done in phases due to the need to establish property rights for some portions of the system. The next step would be to decide which phase should be done first. Greg then displayed the conceptual plans for the extension to the existing clubhouse parking lot, moving of tennis courts to the land near where the maintenance building is. He also stated that the trash enclosure would be moved next to the hillside to screen it from view. The goal would be to create more community use space. Greg mentioned that the Association could then look into building a new maintenance & storage building on the lot where the rental house is that is owned by the Association To fund most of the project it is believed that the two lots created by moving the tennis courts could bring enough money to fund a majority of the cost to do the project.

The committee is also looking at installing Bollard Lights around the pool area to replace the globe style lights currently in use. They are also planning on putting in lights on the new boat dock in areas within the down river lagoon.

## **OLD BUSINESS**

**ARC Committee** – Dan Lungren agreed to become Board liaison to this committee. He will work with Nick Nelson and Bryan Wheeler to review and revise the original resolution concerning the placement of sheds on owner's lots.

**Shoreline Mitigation** – Dan Lungren stated that the final plan was sent to the army corps of engineers for approval. He hopes to hear back from them within two to three weeks.

**Spoils Pile** – The Board feels that the spoils pile has been grasses with natural weeds and vegetation by itself and that nothing further needs to be done.

**Homeowner Q&A** – A homeowner asked that we look into speed humps or speed bumps. The Board informed the audience that they looked into this several years ago and were told they were not allowed to do this on county roads. Brandon asked Ken Flynn to check with the Douglas county engineer concerning this issue for further clarification. The Board also discussed the use of green 'kid alert figures' showing kids play zone which would alert drivers that children are playing in the area. Ken stated he will ask the County Sheriff on how feels about using them in the Sun Covecommunity.

## **NEXT BOARD MEETING**

The next meeting of the Board of Directors is scheduled for Saturday June 26<sup>th</sup> at 10:30am

## **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:05pm.

Submitted by:

Ken Flynn  
Acting Secretary