

UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION
Regular Monthly Board Meeting Minutes
Saturday, May 20, 2017

The regular monthly meeting of the Board of the United Lost Lake Property Owners Association was called to order by President Huber at 9:04 a.m. on Saturday, May 20, 2017 at 404 Lake Court. President Huber welcomed everyone in attendance.

Attendance: Mary Anne Bortman, Sue Hill, Mike Huber, Charlie Moore, Dave Stewart and Barb Wiese.

Absent: Charlene Lampert and Wes Jaros.

Guests: see **ATTACHMENT A** (on file at the office).

MOTION TO APPROVE MAY 20, 2017 AGENDA: see **ATTACHMENT B** (on file at the office). Sue requested that "Senior Focus" be added to the agenda. Mary Anne made the motion to approve the May 20, 2017 agenda as amended, to include Senior Focus, seconded by Barb. A voice vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

MOTION TO APPROVE MARCH 18, 2017 EXECUTIVE SESSION MINUTES: Mary Anne made the motion to approve the March 18, 2017 executive session minutes, seconded by Dave. A voice vote was taken, and those in favor were Dave, Mary Anne, President Huber, Sue and Charlie. Barb abstained. **(5 yeas, 1 abstention, 0 nays)**.

MOTION TO APPROVE APRIL 8, 2017 REGULAR MEETING MINUTES: Dave made the motion to approve the April 8, 2017 regular meeting minutes, seconded by Barb. A voice vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

MOTION TO APPROVE APRIL 24, 2017 SPECIAL MEETING MINUTES: Tabled.

MOTION TO RESCIND JANUARY & FEBRUARY 2017 TREASURER'S REPORTS: Barb made the motion to rescind the January and February 2017 Treasurer's Reports, seconded by Mary Anne. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

MOTION TO APPROVE JANUARY 2017 TREASURER'S REPORT: Tabled.

MOTION TO APPROVE FEBRUARY 2017 TREASURER'S REPORT: Tabled.

MOTION TO APPROVE APRIL 2017 TREASURER'S REPORT: Tabled.

UNFINISHED BUSINESS:

FENCE VARIANCE REQUEST (HANNIBAL 48-49-50): Barb stated that the ACC/ECC Committee met and approved the Marini's fence variance (*amended to 5'*), and is requesting that the Board approve the variance.

MOTION: Barb made a motion to approve the fence variance (*amended to 5'*) for Hannibal 48-49-50 (*Marini*), seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

EAST & WEST GATEHOUSES AND KIOSKS STAINING: In Wes's absence, Office Manager Leslie Edgar read a report submitted by Wes (see **ATTACHMENT C**-on file at the office).

NEW BUSINESS:

PROPERTY OWNER REQUEST TO WAIVE LATE FEES & FINANCE CHARGES: Mrs. Grot was present. She stated that they were out of town, and by the time they received the dues & assessments invoice this year, it was past the due date. Mrs. Grot asked the Board to waive the \$27.26 balance due on their account (*\$25.00 late fee & \$2.26 finance charges*).

MOTION: Barb made a motion on a one-time basis to waive the 2017 late fee & finance charges of \$27.26 with the stipulation that if they do not pay on time in 2018, they will be required to pay the 2018 late fees and finance charges, plus the \$27.28 from the 2017 dues & assessments, seconded by Charlie. A roll call vote was taken, and those in favor were Dave, Mary Anne, Barb, Sue and Charlie. President Huber abstained. (**5 yeas, 1 abstention, 0 nays**).

PARKS/PROPERTIES MOWING BID APPROVAL: President Huber stated four (4) bids were received, as follows: Bid #1: \$325.00 for mowing/trimming of all parks & properties, \$45.00/hour for additional services; Bid #2: \$450.00 for mowing/trimming of all parks & properties, \$30.00/hour for additional services; Bid #3: \$37.50/hour for additional services (no mowing); and Bid #4: \$109.00/hour for mowing/trimming of all parks & properties. President Huber is recommending that the Board approve Bid #2 (*Daniels Lawn Service*).

MOTION: President Huber made a motion to approve Bid #2 (*Daniels Lawn Service*) at \$450.00 per mowing/trimming and \$30.00/hour for additional services, seconded by Barb. A roll call vote was taken, and all present were in favor, none opposed. (**6 yeas, 0 nays**).

GARDEN WALK & BAZAAR PUBLIC INVITE: Barb Lundeen was present, and read a prepared report (see **ATTACHMENT D**-one file at the office). She apologized to the Board for not getting permission ahead of time to host the Garden Walk & Bazaar. After much discussion, Barb Lundeen agreed to meet with Security to develop a plan, provide # of attendees, and give an accounting of funds received.

MOTION: Sue made a motion to allow the Garden Walk & Bazaar as long as the following terms are met: meet with Security to develop a plan, provide # of attendees, and give an accounting of funds received, seconded by Dave. A roll call vote was taken, and those in favor were Dave, Barb, Sue and Charlie. President Huber voted no. Mary Anne abstained. (**4 yeas, 1 abstention, 1 nay**).

Sue stated there were not enough yea votes to pass, and a special meeting would need to be called (*see June 17, 2017 minutes for correction to this statement*).

FINANCIAL REVIEW AND BUDGET/FINANCE COMMITTEES: Barb asked that the Board approve the following volunteers for the Financial Review and Budget/Finance Committees: Judie Leonard, Toni Vella, Carol Brown, Ken & Judy Schwarz and Mary Frank.

MOTION: Barb made a motion to approve the Financial Review and Budget/Finance Committees' members as follows: Judie Leonard, Toni Vella, Carol Brown, Ken & Judy Schwarz and Mary Frank, seconded by Charlie. A voice vote was taken, and all present were in favor, none opposed. (**6 yeas, 0 nays**).

APPROVE FUNDS FOR EAST GATE LOOP REPLACEMENT (HERBIG & WEBMARC): Charlie presented two estimates to the Board, one for asphalt work from Herbig for \$5,200.00 (see **ATTACHMENT E**-on file at the office), and one for loop replacement from Webmarc for \$1,996.00 (see **ATTACHMENT F**-one file at the office). Charlie recommends that both estimates be approved. (*See the August 19, 2017 minutes for revision to dollar amounts and motions.*)

MOTION: Charlie made a motion to approve the estimate from Herbig for \$5,200.00, seconded by Barb. A roll call vote was taken, and all present were in favor, none opposed. (**6 yeas, 0 nays**).

MOTION: Charlie made a motion to approve the estimate from Webmarc for \$1,996.00, seconded by Barb. A roll call vote was taken, and all present were in favor, none opposed. (**6 yeas, 0 nays**).

ULLPOA BOARD VACANCY: President Huber announced that in addition to Ron Berger previously resigning from the Board, Dave Stewart has turned in his resignation (*effective June 8, 2017*) due to the sale of his home. If anyone is interested in either one of these positions, they need to contact the Office and fill out an Affidavit of Candidacy. The term of each of these positions will expire on December 31, 2017.

OWNER NEGLECT TO OBTAIN DECK PERMIT FROM ULLPOA/POSSIBLE FINE: Barb stated that an East Side homeowner (01-0059) failed to apply for a ULLPOA deck permit. Even though the ACC/ECC permits that were approved by the Board give the ACC/ECC Committee the authority to assess a \$250.00 fine, Barb would like the Board to approve the fine.

MOTION: Barb made a motion to assess a \$250.00 fine (01-0059), seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. (**6 yeas, 0 nays**).

OWNER NEGLECT TO OBTAIN DECK & PORCH PERMIT FROM ULLPOA/POSSIBLE FINE: Barb stated that a West Side homeowner (MEM027) failed to apply for a ULLPOA deck and porch permit. Even though the ACC/ECC permits that were approved by the Board give the ACC/ECC Committee the authority to assess a \$250.00 fine, Barb would like the Board to approve the fine.

MOTION: Barb made a motion to assess a \$250.00 fine (MEM027), seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. (**6 yeas, 0 nays**).

REVISE ACC/ECC TREE REMOVAL PERMIT: Barb stated that due to several committee members either working full time or being absent sometimes, she would like to revise the processing time for tree removal permits from 2-3 business days to 7 business days (see **ATTACHMENT G**-on file at the office).

MOTION: Barb made a motion to revise the processing time for tree removal permits from 2-3 business days to 7 business days, seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. (**6 yeas, 0 nays**).

COMMITTEE REPORTS

SENIOR FOCUS: Sue stated that the fogger previously used by Senior Focus was sold for \$25.00 (*receipt obtained*), and Senior Focus is giving the \$25.00 back to the POA. Also, the donation jar previously used by Senior Focus contains \$34.55 in cash, and Senior Focus is giving these funds back to the POA as well. The total cash given back to the POA by Senior Focus is \$59.55.

SECURITY: see **ATTACHMENT H** (on file at the office).

COVENANTS, BY-LAWS/RULES & REGULATIONS: No report given.

ACC/ECC: see **ATTACHMENT I** (on file at the office).

ROADS: see **ATTACHMENT J** (on file at the office).

PROPERTIES, PARKS & MAINTENANCE: see **ATTACHMENT K** (on file at the office).

President Huber made the motion to adjourn, seconded by Barb. A voice vote was taken, and all present were in favor, none opposed. (**6 yeas, 0 nays**). Meeting adjourned at 10:58 a.m.

Submitted by Leslie Edgar, Office Manager

**SUMMARY OF MOTIONS MADE BY THE
UNITED LOST LAKE POA BOARD OF DIRECTORS
MAY 20, 2017**

MOTION: Barb made a motion to approve the fence variance (*amended to 5'*) for Hannibal 48-49-50 (*Marini*), seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

MOTION: Barb made a motion on a one-time basis to waive the 2017 late fee & finance charges of \$27.26 with the stipulation that if they do not pay on time in 2018, they will be required to pay the 2018 late fees and finance charges, plus the \$27.28 from the 2017 dues & assessments, seconded by Charlie. A roll call vote was taken, and those in favor were Dave, Mary Anne, Barb, Sue and Charlie. President Huber abstained. **(5 yeas, 1 abstention, 0 nays)**.

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