

MINUTES
SEVEN LAKES LANDOWNERS ASSOCIATION, INC.
OPEN MONTHLY MEETING
OCTOBER 28, 2009 @ 7:30 PM

President Zielsdorf called the meeting to order at 7:30 pm with all Directors present. Also present were Community Manager Fulcher, Assistant Manager Beane, a representative from the Seven Lakes Times and approximately 30 landowners.

PRESIDENT'S WELCOME & COMMENTS:

President Zielsdorf welcomed everyone and thanked the maintenance staff for the work they have done updating the North Clubhouse.

APPROVAL OF MINUTES:

On a motion made by Director Kindsvatter and seconded by Director Keyser, the minutes for **September 30, 2009 and October 12, 2009** were unanimously approved.

MEMBER COMMENTS:

Bill Yarish – had several concerns, suggestions and recommendations regarding liability, conduct of residents, community standards and the selection of the Community Manager. He presented each Director with a copy of his comments.

Jordan Rhodes – advised the Board that he was speaking for better than 70 property owners that are placing an ad in the Seven Lakes Times supporting Chad Beane and requesting to vote on the decision of Community Manager. President Zielsdorf answered by advising that By-law 5.1 clearly states that the Manager shall be chosen by the Board of Directors and that once the decision is made, the Board will give a full explanation as to how the decision was determined.

Ed Chapman – congratulated the Board for the hard work that they have done in the search for the Community Manager and suggested giving Chad a contract for a specified amount of time with performance expectations. He feels that there is no need to hurry into the decision without first giving Chad this opportunity.

Leslie Sommers – questioned what happens to the maintenance equipment if maintenance would be outsourced.

Richard Virgens – said that he had heard that funds earmarked for road repairs will be used for repairs of Sequoia Dam and was eager to know if this is true. President Zielsdorf advised that the money was not coming out of the road repair funds unless

repairs at Sequoia were state mandated. Director Kindsvatter commented that the money is in the budget for these repairs at Sequoia and that any other information is incorrect.

MANAGEMENT SEARCH UPDATE:

Director Droppers briefed on the search for a new Community Manager. He advised that approximately four-dozen resumes were received and that of those, about half were easily discarded. One more individual candidate is being interviewed and two of the management companies are being asked for a second proposal. He feels that this will help weigh quality vs. cost and allow for a better comparison.

ACTION ITEMS:

A. By-Law Amendment 6.6 – Deed Restrictions:

President Zielsdorf explained to the residents that By-Law 6.6 would require a vote of six of the seven directors in order to sell any of the four common areas protected by deed restrictions. On a motion made by Director Caulk and seconded by Director Shaver, the amendment passed with a vote of 4 to 2. Directors Kindsvatter and Droppers were opposed.

B. Amendments to Rules and Regulations ARB:

On a motion made by Director Droppers and seconded by Director Kindsvatter, these amendments were unanimously approved.

C. Closing of Cedar Lane:

This was tabled until further information is obtained.

D. S&ME Contract:

Community Manager Fulcher recommended approval for S&ME to test a wet area identified on Sequoia Dam. He found the S&ME contract to be very reasonable in comparison to similar work that had been done on Echo by Hobbs and Upchurch. On a motion made by Director Galford and seconded by Director Shaver, the contract was approved by a vote of 4 to 2 with Directors Droppers and Keyser being opposed.

COMMITTEE REPORTS:

Finance: Director Galford gave the attached report.

Community Standards: Assistant Manager Beane reported that out of 26 violations reported in October, all but 6 had complied with 2 being sent to the Judicial Committee. He reminded the residences that Moore County zoning ordinances do not allow for garage signs. Director Droppers gave an open invitation to any resident that would like to join the committee.

Recreation: Director Keyser advised that there would be a Halloween Carnival on October 31, the stables are taking reservations for Thanksgiving, a trip to Smithfield Outlets is planned for November 17 and a Christmas party is planned for December 8.

Nominating Committee: Director Keyser presented the names of Bill Longnecker and Bill Yarish to the Board for approval to the Nominating Committee. Both were unanimously approved.

ARB: Director Kindsvatter gave the attached report.

Beautification: Director Kindsvatter reported that the Committee is recommending shade trees for the playground area.

Maintenance: Director Shaver gave the attached report.

Security: Director Caulk reported that the gates were handling approximately 90,000 vehicles a month for an average of one million a year. He advised that extra patrol would be added for Halloween and asked all residents to remember to call in their guests, as the gates would be very busy. He informed that there have been complaints of speeding and asked everyone to slow down. Reports were made available for residents to review in order to see what our roving patrol does.

Community Manager: Manager Fulcher advised that letters have been sent to delinquent landowners, as well as some being turned over to the attorney for foreclosure, and the response has been good.

Additional Items:

Assistant Manager Beane thanked EMS for providing glow sticks for Halloween and reminded everyone that the next Open Meeting would be held on Nov. 18 due to the Thanksgiving Holidays.

Adjournment:

On a motion made by Director Kindsvatter and seconded by Director Keyser, the meeting was adjourned at 8:50 pm.

Respectively submitted,

Brenda Massimo

Oct, 13, 2009 Road Paving and Finance Committee Minutes: (Grout, Jones, Temple, Sanchez, Cummins, Beane, Fulcher, Shaver, Galford)

Paving Project Update:

BOD request that paving be started in Sep. 2010!!! (resident's vote, inflation, property values) time table will be built on this date, but dam costs and committee priorities may require changes. (Dam study and test detailed by Fulcher).

Alternatives and Projects Discussed:

Repairs: (Cummins road review)

Dogwood, Echo Dam 175 feet, Lancashire 50 feet in old section, Cardinal & Edgewater potholes, Devonshire & Hastings potholes, note: the extensive utility cuts on Dartmoor, Hastings, and Devonshire & Harwich

Fulcher recommended Fox Run Court –Cummins will review
To determine if crack filling is sufficient (never been resurfaced)

Immediate Projects:

- 1) Crack sealing in Jan and Feb. (5 persons for 6 weeks)

Manpower will include Bob Darr

- 2) Parking lot curbs – **Fulcher October Objectives**

Fulcher presented written prices on various types of curbing (wood, concrete, and vehicle space curb blocks) 6X6 Concrete curb is recommended at a cost of approximately \$10,500. Can be done at “40 degree and rising”. Strength, expansion joints, sealer on parking lot, line painting (in-house), fact specific project is not in budget (funds are available) were discussed. Competitive Bids can be obtained and Manager/Committee **will request BOD approval to proceed in Nov Special Session.**

- 3) Dogwood (**Study should start in September**)

Contact with NC State or SCC (Dogwood resident Craven Hudson?) Draft discussion notes indicate that trenching and root control on a five year schedule should be sufficient. Use and cost of copper cable in trench were debated. Discussion included Beautification ideas for tree removal if it is required. Thinning of pines and root control is considered to be the favorable option. Costs and a detailed area plan will be provided. Fulcher will contact Clark regarding Dogwood paving options after a plan is recommended.

- 4) Areas identified by Committee study (Cummins – Fox Run Ct)

- 5) Main entrances **after** a study of changes and curbing.

This issue can be delayed because the north and south entrances should be aligned to provide for future traffic signal on Seven Lakes Drive. Dogwood can be done without an entrance change

- 6) North side Roads & Southside Roads

- 7) Sidewalk/Walking Path/Bicycle location (Would be most cost effective at time of paving. **Fulcher study** will obtain price and

options for area from North mail house to front gates. If reasonable price then additional recommendations)
All study and report procedures, forms and report format to Fulcher from Finance will be completed in Nov. (Jones, Sanchez, Cummins, Galford)

Intern Program will be pursued with SCC (thru Clawson) by Manager.

Projected Time Table for “12 Mile” follows:

Fulcher Road Improvement Study and Recommendations: (Supporting Maps & Documents, Road culverts, Alternative surfaces, Sidewalks, Curbs, Drainage issues, Line painting, Parking lots, Environmental concerns)

- a) Consultation on road sealing – **Jan & Feb 2010**
- b) Identification of areas requiring immediate action – **Jan 2010**
Dogwood, Echo Dam 175 feet, Lancashire old section, Cardinal & Edgewater potholes, Devonshire, Harwich & Hastings utility cuts
- c) Study of main roadways and parking areas - **Feb 2010**
North Side:
Dogwood Lane, Firetree Lane, Shenandoah East, Shenandoah West, Edgewater Drive, Cardinal Lane, Office/Club House parking, mail house parking
South Side:
Dogwood Lane, Devonshire Ave. East, Devonshire Ave. West Lancashire Lane, Hastings Road, Harwich Ct., mail house parking.
- d) Study of interior roadways (all other roadway paved/unpaved) – **April 2010**
- e) Presentation of Recommendations to Paving Committee
Main roadways – **March 2010** meeting
Interior roadways – **May 2010** meeting
- f) Presentation of Recommendations to Board of Directors
Main roadways - **March 2010** meeting
Interior roadways – **May 2010** meeting
- g) Solicitation of Main roadway paving contracts
Bids requested (Fulcher) – **April 2010**
Bids received (BOD/ Fulcher) – **June 2010**
Bids awarded (BOD/ Fulcher) – **July 2010**
- h) Observation of paving to assure compliance with contract specifications
Mar – Dec 2010

Notes: On site in process inspection of paving (Fulcher- Clark/Cummins) – Sep 2010
Bid awarded – July 2010
Bids received – June 2010
Bank loan application - April 2010
Announcement to members – Prior to election of new Board
Maintenance Committee summary of residents concerns –2010
Finance Committee Report Requirements – Nov. 2009

Finance Committee (Grout, Jones, Temple, Beane, Fulcher, Galford)

Old

Financial Report Review

Trial Balance

George Report review FY 2009 adjusting entry postings

Clean up of the book presentation

Inc. statement

Swim team report – copy provided (footing issue will be corrected)

Day care report - copy provided (footing issue will be corrected)

Copies will be placed in Fin. Procedures guide

Income was down

Operational costs and break even objectives were explained

Extra wk. for pool operations

Certified water aerobics instructor was hired

Swim team was contracted and costs were contractors

Corrected Copies will be provided as attachment to minutes

Invoices

Selected invoices reviewed

Funds Statement – circulated

Bank Reconciliations – Grout reviewed checking & investments

Information Requests – none to date

Standard ones submitted last month

New

FY 11 Budget committee work must start in Nov. (Temple, Sanchez, Galford)

Dalton (Beane) will have recommended Budget by Dec.

See Financial Procedures guide (note closing CDs procedure)

Transition Inventory will be done as part of Fulcher consulting in Jan.

Next Meeting Date – Tues. Nov. 10, 9:00

ARB
Minutes October 1, 2009

Present: Kindsvatter, Starkey, Scott, Fentzlaff, Beane

- A. The minutes of September 17 were approved.
- B. Don Fentzlaff was introduced.
- C. New Construction
After considerable discussion, the Mingin SIPS construction on Bunside Ct. was denied. The committee did not have a problem with the type of construction so much as with the lack of experience the builder had with this type of construction.
- D. Alterations/ additions
 - 1. Matt Deberry – 104 Barberry Ct.
tree removal - **Approved**
 - 2. Lowell LeClaire – 104 Cherokee Trail – Lot 858
Vinyl siding – **Approved**

Next Meeting October 15, 12:30

Addendum to ARB minutes
October 1, 2009

- D. Alterations/ Additions**
 - 3. Maloney – Lot 2117 – 115 Oxford St.
Deck addition – **Approved** (**subject to verifying setbacks**)
 - 4. Dann – Lot 2500 – 135 Winsford Circle
antenna for internet - **Approved**
 - 5. Connie and Andrew Struebing – 110 Pineneedle – lot 1064
vinyl siding - **Approved**

TO: 2009-2010 SLLOA's BOD
From: M.G. Shaver – Maintenance Committee Chairman
Subject: 17 October 2009 2009-2010 Maintenance Committee Meeting Minutes
Date: 27 October 2009

CC: **7LLOA's Community Director**
7LLOA's Assistant Community Director
7LLOA's Maintenance Superintendent
7LLOA's Maintenance Committee Members

- A. **Maintenance Committee Meeting:** The 2009-2010 Maintenance Committee held their 17 October 2009 meeting beginning at 10:00 AM in the Maintenance Superintendent's Office. The Community Manager, Dalton Fulcher, Assistant Community Manager, Chad Beane and the Maintenance Superintendent Bob Darr were also in attendance.
- B. **Approval of the 17 September 2009 Meeting Minutes.**
- C. **Committee Chairman:** The Primary purpose of the meeting was to take a long-range view (3-5 years) of both the Maintenance Department's major projects and equipment needs so it is available to the new management: Example-The Association charges \$400/year for a boat slip at Sequoia Point and there are ten residents currently on the waiting list for a boat slip. That represents \$4000/year income. Road paving is scheduled in 2011-2012? Other needs include fencing the boat storage area; additional playgrounds on the South Side; repainting street signs; a future facility for an after school center; an area for skateboarding and/or roller skating and eventually replacing the Pool. What equipment will need to be replaced in the next couple of years? At the last meeting it was decided to make a daily list of the multitude of other large and small tasks. Committee members are to review these lists and attempt to group them into suitable categories. A list of 57 non-mowing tasks performed during the month of September was provided at the last meeting.
- D. **Community Manager:** The Community Manager provided a current overview of the Association's activities and needs. The Maintenance Committee was provided a copy of Fulcher's assignments for 2010.
- E. **Assistant Community Manager:** Chad is preparing the Association's 2010 year's Budget and was seeking input from the Maintenance Committee and the Department Superintendent. The Assistant Community Manager has been requested to advise as to the number of children on the South Side.
- F. **Maintenance Department Superintendent's Report and Input.** The current road right-a-way mover is currently disabled and has cracks in it that allow it to throw rocks. It will cost \$4,000 to repair. While the Maintenance Department performs many "Beautification Projects" there currently is not funding in the Maintenance Budget for such activities. Need to discuss with Treasurer.

1. Future Projects:

- a. French Drain at Lake Sequoia has been completed
- b. Little J
- c. Seeking Bids for removal of tree by North Post Office Bldg for comparison
- d. Road Crack Sealing will be in January
- e. North side right of way road tree trimming will take 3 weeks
- f. Parking lot curbing
- g. Fill in roads areas with asphalt (Estimated total asphalt requirement 10 tons at approximately \$10.00 per ton.
- h. Docks
- i. Dogwood Road

2. Minor Projects in October (* - Completed)

- a. * Remove Tree from Timber Lake
- b. * Fix ditch
- c. Address Letter's and their daughter's concerns
- d. Fill pothole on Shenandoah
- e. Remove Sequoia Point plants
- f. Dry well at Mitchell's 164 Firetree Lane
- g. * Replace two posts on Love Church Road
- h. Cardinal Sign Post
- i. * Remove island on Big J Lake
- j. Weed kill lower dams
- k. * Paint fence across from 181 Firetree
- l. Install fencing behind Mitchells (order 40 rails & 20 posts)
- m. Floating buoys
- n. Patch Cardinal Road
- o. * Repair tennis court nets and basketball nets
- p. * Austistic signs

G. Meeting Discussion: Following assignments (To be completed by end of year)

1. **Docks:** Mike Pennington/George Stahl – Prepare new dock plan
2. **Equipment:** Mike Cummings/Andy Smitley – Prepare 3-5 year equipment replacement plan
3. **Long Range Projects:** Jim Allen/Don Truesdel – Prepare 3-5 year major projects plan

H. End of Meeting. Meeting ended at 11:35 AM. Next meeting will be 12 November 2009

Manila G. Shaver

Manila G. Shaver
Maintenance Committee Chairman

