

SEVEN LAKES LANDOWNERS ASSOCIATION, INC.
MINUTES
OPEN MONTHLY MEETING
JULY 29, 2009 @ 7:30 PM, NCH

Vice President Kindsvatter called the meeting to order at 7:30 pm. All directors were present with the exception of President Zielsdorf. Also in attendance were Assistant Manager Chad Beane and a representative from the Seven Lakes Times. Community Manager Fulcher was absent due to a family emergency.

APPROVAL OF MINUTES:

On a motion made by Director Galford and seconded by Director Droppers, the minutes for the **June 8 Work Session** were unanimously approved. On a motion made by Director Droppers and seconded by Director Galford, the minutes for **June 24 Open Meeting** were unanimously approved. On a motion made by Director Keyser and seconded by Director Galford, the minutes for the **July 13 Work Session** were unanimously approved.

MEMBERS COMMENTS;

Ron Richmond – Mr. Richmond praised Assistant Manager Beane and told the Board of Directors that it was “bothering him” that they were pursuing a search for a new Community Manager when they had the best available in Chad Beane.

George Stahl – Mr. Stahl feels that there should be a vote by the landowners on retaining an individual manager that works directly for the Association or going with a management firm. He feels the decision is too important to make without resident input.

Bob Racine – Mr. Racine reported that someone’s boat was in his boat slip at Sequoia. He complimented Lee with security on his handling of the incident and thanked Lee and the office for the work that they do. He expressed concern over the lack of security at Sequoia on weekends.

Don Fentzlaff – Mr. Fentzlaff voiced his concern about safety at Sequoia in regards to swimming where boats are anchored and swimming behind the boat slips. He said that our swim area is getting smaller; floats have sunk and are still lying there.

Donna Fentzlaff – Mrs. Fentzlaff presented a plastic baggie full of cigarette butts that she had picked up at the Sequoia Beach area in two days. She would like the Board of Directors to consider making Sequoia beach non-smoking. In addition, she was concerned about the possibility of charging for using the gazebo at Sequoia.

JoAn Moses – Mrs. Moses began by stating that she did not have a complaint, but rather wanted to thank those that do complain for having a strong love for Seven Lakes and caring. She felt that perhaps these people should be asked to serve on some committee.

She expressed appreciation to maintenance for the work they have done at the mail houses and thanked Lee for the job he has been doing at Sequoia.

Ray Ulansey – Mr. Ulansey said that he felt that the fireworks on the Fourth of July were “awesome”. He also agreed with Mr. Stahl on the fact that he feels that the Community Manager decision should be put to a vote. He commented on the “fee for using picnic shelters” that is on the agenda by stating that he feels that the picnic shelters are amenities and residents should be able to use them with no charge.

Darlene Strickland – Mrs. Strickland informed the Board about an incident that happened at Sequoia Point on the Fourth of July where she had witnessed a confrontation between two people. She questioned the role of security in this type of situation as she felt that security responded slowly.

Karen Enloe – Mrs. Enloe expressed her concern about the possibility of a fee being charged for the rental of the gazebos.

George Temple – Mr. Temple stated that he understood that the charge for the shelters was for non-members. He also commented that he felt cigarette butt containers should be made available at Sequoia Point.

Vice President Kindsvatter stated that she feels the Board of Directors is lapse in responding to comments and gave her word that their concerns would be taken seriously.

ACTION ITEMS:

By-law 12.1 – Vice President Kindsvatter explained the purpose of the GLSCC to the residents in attendance. On a motion made by Director Keyser and seconded by Director Droppers, the by-law was unanimously approved.

Alternate representative to GLSCC – On a motion made by Director Galford and seconded by Director Shaver, **Dennis Roberts** was unanimously approved to be the Alternate to the GLSCC.

Fee for using picnic shelters – On a motion made by Director Caulk and seconded by Director Shaver, this item was tabled for more discussion at the next work session.

DISCUSSION ITEMS:

Director Droppers updated everyone on the search for a new Community Manager. He advised that the Board is studying two options. One option is to hire another full time manager that works for the SLLA and the other option is to contract a management firm that would provide an on-site manager as well as other services. He informed the residents that 3 companies had been invited for interviews and given tours of the community. He is asking the Board of Directors to rate the companies and then the top companies will be asked to present a proposal. An advertisement will be placed in the

CAC magazine as well as in the Pilot and Times for individual managers. Resumes will be reviewed, individuals will be interviewed and then a comparison will be made.

Vice President Kindsvatter remarked to the residents that she felt the amount of material is just too much for anyone to comprehend. Director Droppers advised that the process had started with management firms because that is the most time consuming and that so far he has been impressed with the companies.

COMMITTEE REPORTS:

Finance: In addition to the attached report, Director Galford reviewed the P&L and gave a paving report.

Community Standards: See attached report. Assistant Manager Beane also commented that a total of 92 violations have been documented since January, 2009 and that out of that total 9 still have not complied. The majority of these violations were unkempt yards. Two items were presented to the Judicial Committee and the Committee ruled in favor of the Association. Director Droppers said that the Standards Committee is trying to figure out ways to handle repeat offenders.

Recreation: Director Keyser advised that the playground equipment is being installed. The swim team has 40 participants and is once again being sponsored by the Seven Lakes Lions Club. Swim lessons are continuing. Indoor aerobics will begin as soon as the pool closes, day camp will continue until August 21, horse camp was successful and a junior golf clinic is being held at SLCC. Mr. Beane reminded all residents that guest passes are required for all amenities.

ARB: See attached

Maintenance: See attached

Security: Director Caulk reported that in 80 hours roving patrol answered 69 calls and had found 90 violations. There were 11 boats with no stickers, 25 groups that should not be using amenities and the Moore County Sheriff Department had made 10 drug arrests.

Assistant Manager Report: Mr. Beane thanked Mrs. Fentzlaff for her effort in picking up cigarette butts at Sequoia Point and bringing it to the attention of the Board. He stated that a work order had been processed for maintenance to clean up Sequoia Beach.

Adjournment: On a motion made by Director Droppers and seconded by Director Keyser, the meeting was adjourned at 8:55 pm.

Respectively submitted,
Brenda Massimo

July 14, 2009 Finance Committee Minutes: (Grout, Jones, Sanchez, Temple, Allen, Beane, Fulcher, Galford, Shaver) (Cummins vacation)

Paving Project Update: (Document reviews and submit reports monthly)

- Clark /Cummins meeting arranged by Jones – Clark will assist as requested
 - Fulcher will contact Clark and arrange a discussion of Dogwood options
- Allen/Cummins road review - immediate repairs?
 - North Side roads viewed are solid – Dogwood must be addressed now but no other areas noted to date (discussed Echo lake dam road and future concern on Little J dam road.
 - Any South side dam road work required? (Fulcher/Clark/Cummins/Allen to review south side chuckholes)
- North side dam concerns (maintenance is handling)
- Parking Lot surface coating (office, mail house (N&S)
 - Allen/Cummins/Fulcher/Clark will review and advise in Aug.
- Parking Lot Curbing: This item needs immediate attention
 - Top dressing can be done, but more review is necessary
 - Fulcher will get prices on various types of curbing (wood, concrete, asphalt)
 - Drainage will be reviewed
- Parking Lot Lines – done in house with our equipment
- Sidewalk/Walking Path/Bicycle location
 - Price and options for area from North mail house to front gates will be obtained by Fulcher – initial thoughts are safety, cost and the fact that Southside road easement is too narrow to allow sidewalks
- Utility cuts discussed – Do Rules and Regulations require revision? (Galford)
 - Future utility cuts must not damage newly paved roads.
- Timetable (September 2010 start date) Committee Concern - Is appearance the driving force/should paving be delayed until the surface is more damaged?
 - Galford will confirm Boards commitment to 2010 for appearance.
 - Sealing must be done this year and surface would last until 2011.
 - Notes: The increased sealing will increase the negative appearance.
 - Stripping before paving would not be practical. Waiting saves time value of the money; however the cost might be more (or less) in two years.
 - Fulcher will not be here in 2011. (Shaver will discuss with maintenance)
 - The input of both committees and the Board will provide sufficient public input. The 2010 planned date was announced at the June membership meeting and the Board must confirm the commitment by Sep. meeting to enable the Sep. 2010 paving to be done.
 - Notes: Work could be done in phases (***Prioritized***) or 12 miles of North and South main roads at one time in Sep.2010 and side roads as needed.
 - The Board will resolve the importance of appearance.**
- Resident input on various surface works will be handled by Maintenance. (See maintenance July meeting notes) Standardized requests not Times articles.

Unpaved roads: Residents wanting new paving will be notified to request it.
Requests should be done with resurfacing. Contact will be made to verify residents cost sharing.

All study and report procedures, forms and report format to Fulcher from Finance.
Surface Engineer report? Not required if work is started in 2010. Might be required if done later.

Consulting Study? Not required (see 2005/2006 Board minutes.)

Time Table for September 2010 Paving:

On site in process inspection of paving (Fulcher- Clark/Cummins) – Sep 2010

Bid awarded – July 2010

Bids received – June 2010

Bids requested (Fulcher) – April 2010

Bank loan application - April 2010

Announcement to members – Prior to election of new Board

Final Report to Board (Fulcher) – March 2010 Open meeting

Final Report to Committee (Fulcher) - March monthly meeting

Fulcher:

Supporting Maps & Documents, Road culverts, Alternative surfaces,
Sidewalks, Curbs, Drainage issues, Resident input, Existing and Future
utility cuts, Line painting, Parking lots, Environmental concerns

Maintenance Committee summary of residents concerns – Jan 2010

Finance Committee Report Requirements – Nov. 2009

Monthly written report to Committee (Oct-Sep)

Last date for member input (See maintenance July meeting notes)

Announcement to members of input deadline

Time Requirement for either appearance or construction decision requires:

Road Sealing Jan/Feb 2010

Plan: SLLA employees (4 or 5 employees)

Rent equipment

All roads will be done

Prior to sealing Maintenance and Fulcher will walk the main roads to
identify any immediate repair that must be done in coordination
with sealing

Office (needs, location, committee access, residents access-none, maps, research
data, sample reports, Fulcher consulting availability)

Time Line – Is from Target Date back and recognizes that Fulcher's time
for the project is limited until the consulting contract starts in Jan. At that time he
will be responsible to prepare the Road Study in accordance with Board of
Director requirements and time table established with road advisory committee.

The Board will resolve the importance of appearance.

Finance Committee

Old

Financial Report Reviewed

 Trial Balance

 Inc. statement

 Invoices

5/10 Year Plan FY 10 Reviewed

 Monthly review by George

 Quarterly review/update by Committee

 Yearly Update will be published in coordination with yearly budget

CPA adjustments – not received to date

CPA FY 09 Report - no update

Funds Statement – **Dalton** prepared computerized form – circulated and accepted

Bank Reconciliations – Grout reviewed checking & investments funds

CPA's revised depreciation schedule (Sanchez/Temple & Maintenance Members-

 Andy Smitley/Mike Pennington) note: Maintenance currently reviewing

 asset condition and should be aware of Annual Report schedule

Information Requests – none to date

 Standard ones submitted last month included funds statement

Playground equipment payment delayed until invoice date

New

S & ME testing sites \$29,000 proposal & timetable /Grass on dams (Budgeted?)

 Approved by Board at Special meeting after work session.

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

Dues from Shaw rumors discussed. - He stopped paying on residence after arrest.

 States that prior payments were voluntary.

Dues from SLCC rumors discussed – Has never changed.

Dues from Developers, Chapel and others for undeveloped lots - Has never

 changed

other: none

Next Meeting Date – Tues. Aug. 18, 9:00

Community Standards Committee Meeting July 09

The community standards committee met and discussed a large number of violations and potential violations. These are reflected in the spreadsheet that we use to track open items.

The committee asked for clarification on differences in the bylaws between north and south.

Inquire on the status of “mole whole” requirement for working underneath roads.

A long discussion on algae that is on roofs took place. We decided to start with the worst problems and talk with those owners first.

The committee suggested that we push again to have all residences comply with the reflective number rule.

The committee asked if there are any outstanding judicial board fines.

Kent Droppers

Minutes ARB July 15, 2009

Present: Kindsvatter, Starkey, Beane

A. Approval of minutes of 6/17/09

B. No new construction

C Additions/Alterations:

1. Helms – Lot 370 – 295 Firetree
Re –Roof –**Approved**
2. Tuft – Lot 468 – 128 Lakeview
Bulkhead and dock –**Approved**
3. Beardslee – Lot 121 – 126 Overlook
addition –**Approved**
4. Ford – Lot 912 – 145 Sunset Way
deck addition –**Approved**
5. Medlin – Lot 227 – 118 Cottage Grove

replacing wood steps –**Approved**
6. Bennett – Lot 591 – 101 Running Brook
request for variance – **Denied** (need more information)
7. Rush – Lot 2517 – 11- Lancashire
Back Porch addition – **Denied**
8. Baker – Lot 2238 – 160 Lancashire
Picket Fence – **Approved , contingent on height and color**
(Chad will check it out)
9. Westforth – 107 Scarlet Oak
Beach and Bulkhead changes – **Approved**

D. Additional items

Schumacher – Lot 944 – 113 Timber
Septic repairs
ARB is not required to approved, however, Chad will check out the proximity to
lake

Next meeting – August 6

To: 7LLOA'S 2009-2010 BOD

From: Maintenance Committee Chairman (M.G. Shaver)

Subject: 23 July 2009 Maintenance Committee Meeting Minutes

Date: 25 July 2009

CC: 7LLOA's 2009-2010 Maintenance Committee
Community Manager
Maintenance Department Superintendent

Attachments: Maintenance Department's Current Value of Assets Purchased for \$2,500
or More

List Maintenance Department Responsibilities
(Note: Attachments can be picked up at the Administrative Office)

- A. Meeting Location and Time:** The 23 July 2009 Maintenance Committee Meeting was held in the Maintenance Department Supervisor's Office beginning at 10:00 AM attended by Jim Allen, Mike Cummins, Mike Pennington, Andy Smitley, George Stahl, Bud Shaver, Don Truesdell, Community Manager Dalton Fulcher and Maintenance Supervisor Bob Darr.
- B. Approval of Minutes:** The Maintenance Committee's 18 June 2009 Meeting Minutes were unanimously approved.
- C. Community Manager's Report:** The Community Manager provided an overview of activities occurring within the community and the Association's finances to date in addition to the following:

1. **Lake Water Test Sample Results:** The following are the test results of the water samples taken by employee Randy Shepphard and tested by the Carolina Environmental Laboratories, LLC as reported in their 07/03/09 Test Report (Refer Map for Sample Locations). Reference Maintenance Committee 18 June 09 Meeting Minutes for Water Test Sample Procedure. Tests are to be taken three times per year (Spring, mid summer, and the fall). The Community Manager was requested to find out the cause of the reported Lab Test Error and what It means.

Lake Little Juniper	AO1	Fecal Coliform	8 col/100 ml
		Total Coliform	>800 col/100 ml
Lake Big Juniper	BO1	Fecal Coliform	20 col/100 ml
		Total Coliform	>800 col/100 ml
	BO2	Fecal Coliform	26 col/100 ml
		Total Coliform	>800 col/100 ml
Lake Long Leaf	CO1	Fecal Coliform	6 col/100 ml
		Total Coliform	>800 col/100 ml
	CO2	Fecal Coliform	2 col/100 ml
		Total Coliform	>800 col/100 ml
	CO3	Fecal Coliform	10 col/100 ml
		Total Coliform	>800 col/100 ml
Lake Rampo	DO1	Fecal Coliform	11 col/100 ml
		Total Coliform	>800 col/100 ml
Lake Echo	EO1	Fecal Coliform	1 col/100 ml
		Total Coliform	>800 col/100 ml
	EO2	Fecal Coliform	20 col/100 ml
		Total Coliform	>800 col/100 ml
	EO3	Fecal Coliform	3 col/100 ml
		Total Coliform	>800 col/100 ml
	EO4	Fecal Coliform	1 col/100 ml
		Total Coliform	LabError col/100 ml LRL
Lake Timber	FO1	Fecal Coliform	19 col/100 ml
		Total Coliform	LabError col/100 ml LRL
Lake Sequoia	GO1	Fecal Coliform	20 col/100 ml
		Total Coliform	LabError col/100 ml LRL
	GO2	Fecal Coliform	4 col/100 ml
		Total Coliform	LabError col/100 ml LRL
	GO3	Fecal Coliform	4 col/100 ml
		Total Coliform	LabError col/100 ml LRL
	GO4	Fecal Coliform	4 col/100 ml
		Total Coliform	LabError col/100 ml LRL
	GO5	Fecal Coliform	5 col/100 ml
		Total Coliform	LabError col/100 ml LRL
	GO6	Fecal Coliform	35 col/100 ml
		Total Coliform	LabError col/100 ml LRL

LRL – Lower Reporting Limit

2. **Lake Water Test Samples conducted by Erskine.** The Community Manager has accepted Mr. Ron Erskine's, a resident, proposal to conduct periodic lake water tests for \$10.00 per test. Mr. Erskine's tests will be compared to the

Carolina Environmental Laboratories test results. If there is a significant difference the tests are to be repeated.

- 3. Result of Outsourcing Mowing Dams Bids:** The Community Manager is still awaiting bids from several local maintenance companies. Several years ago a local maintenance contractor submitted a bid but ceased operations after one day.

D. Maintenance Department Superintendent's Report: Maintenance Department activities since 18 June 09 report:

- 1. Loss of Key Equipment (Husqvarna Mower)** The Husqvarna Mower is a key mower used for a large variety of tasks. The Department's options are either to Purchase at a new price of \$11,000 or used priced of \$4,000, rent one for three months at \$1,400 per month, outsource to a contractor for a specific area for a specified time period or do without. The Maintenance Committee recommends that the BOD rent the needed equipment for three months.
- 2. Maintenance Department's YTD Expenditures vs Budget:** As of the end of June YTD Clubhouse and Grounds (623) expenditures are 5.2% under budget while the Streets and Grounds (560) expenditures are 12.8% under budget and the Capital and major equipment repairs are 59.5% under budget. While only \$1,127 has been expended out of the \$60,000 Budget for Dams (57) the BOD has approved S&ME's July 10, 2009 \$29,000 proposal for installing 17 well installations on our dams (Lake Sequoia Dam – 3, Big Juniper Dam – 3, Longleaf Dam – 3, Little Juniper Dam – 5 and Timber Dam – 3).
- 3. Additional Comments.** We are on schedule for the majority of our major routine maintenance tasks and have begun to erect the new playground equipment which according to the manufacturer takes 6 people 160 hours to accomplish. The Department is going to compare their cost for doing so versus the manufacturer's proposed erection price.

E. Maintenance Department Committee Chairman's remarks: Reference 21 May 09 Meeting Minutes. I have been requested by the Association's President to prepare a report regarding the Association's future infrastructure needs. The following are committee assignments. Request committee member input.

- 1. Department's Major equipment items (when will it be time to replace?).** Mike Pennington and Andy Smitley. This subcommittee has prepared a current estimated value of 22 items of equipment purchased for \$2,500 or more. Total purchase cost was \$265,023 compared to an estimated current value of \$89,514 or 33.7% of purchase value.
- 2. Paving of Roads – when and at what cost?** Jim Allen and Mike Cummins to work with the Community Manager in developing a long range plan. According to a Finance Committee report that on 6 June 09 Financial Committee members Ed Sanchez and Gil Jones met with James T. Garner, Assistant District Engineer of the NC DOT to inquire about road paving/re-surfacing. James told them that paving and surfacing are the same in the state's view. He also said that today's cost to pave a road with 1 and 1-1/2 inch SF9.5A mix is \$75,000 - \$80,000 per mile! The state uses the SF9.5A. For unpaved areas they require a 9" soil base and then 2" of SF9.5A mix. James stated he would be happy to meet with the

Finance Committee. Or the Community Manager or whoever else that maybe involved. The Maintenance Committee would also like to be included in any future meetings with Mr. James.

3. **Dams** and Replacement or upgrading of swimming pool – when and at what cost? Don Truesdell provided a past history of dam problems and requirements and what has been contracted for the future.
4. **Replacement or upgrading of Association Buildings** – when and at what cost?
5. **Other items for consideration** – Sequoia Point: The use of Sequoia Point has increased in numbers with both the number of residents and their guests. There is a demand for additional landing and dock space for boats and a need to increase the swimming area. George Stahl and Don Truesdell are to develop a plan for the future use of Sequoia Point as these demands increase. The Standards and Security Committees will be requested to prepare a plan for increasing the parking at Sequoia Point.

A.

- B. 6. Department Requirement:** The BOD Chairman has requested that the Maintenance Committee Chairman prepare a report for whoever assumes Community Management responsibility as to what are all the annual maintenance task requirements as to man-hours, type of equipment hours, and material requirements.

G. Roundtable discussion;

- H. The Committee has unanimously agreed an a recommendation to the BOD as to the Maintenance Department's future.

H. End of Meeting: There being no further business the meeting was closed at 11:50 AM.

Manila G. Shaver

Manila G. Shaver
Committee Chairman