

FOREST MEADOWS OWNER'S ASSOCIATION  
MINUTES OF THE BOARD OF DIRECTORS  
January 15, 2008

**I. ORDER OF BUSINESS**

Call to order – President Marwin called the meeting to order at 5:02 p.m.  
Roll Call–Secretary Harrison advised that President Marwin, Vice President Langenbahn, Treasurer Nethery, Director Smith, and General Manager Sarah Masters were present. Directors Ash and Harlow were absent.

**II. CONSENT AGENDA**

Treasurer Nethery made a motion to accept the minutes from the December 18, 2007 meeting without changes. Vice President Langenbahn seconded. Motion passed unanimously.

**III. REGULAR AGENDA**

Members' & Guests Introduction – Ron & Peggy Sisco, Lot# 200199; David Turner, Lot# 100245; Nancy Hutson, Lot# 100133; Bruce Castle, Lot # 100166; Sharon Harrison, Lot# 400012; and Jackie Nethery, Lot# 2B0006.

**MEMBER COMMENTS:**

Mr. Castle commented on the drainage grating system at the entrance and exit of the community; and the pile of snow at Buckthorn and Sandalwood. The pile of snow melts and turns to ice at night and is creates hazardous driving conditions. President Marwin responded that the Maintenance department will be directed to store the plowed snow at the adjacent corner of the street and the drainage grating system will be repaired when the weather is permitting.

**IV. REPORTS**

**PRESIDENT'S REPORT**

President Marwin reported that he received a resignation request from Director Ash. Appointment shall take place during an open session Board meeting. Secretary Harrison made a motion to elect Peggy Sisco for the remaining term of Director Ash. Treasurer Nethery seconded. Motion passed unanimously.

**TREASURER'S REPORT**

**2007/December**-Income & Revenue: Dues revenue- \$2,247.27 against budget of \$0; Transfer to Reserves-\$0 against a budget of \$0. Total Income & Revenue \$6,610.52; against budget of \$3,784.00. Total Operating Expenses \$57,326.55; against budget of \$54,061.

**2007YTD –**

Income & Revenue: Dues revenue- \$807,779.25; against budget of \$807,476.00; Total Income & Revenue \$68,392.60; against budget of \$45,972.00; Total Operating Expenses \$614,883.27; against budget of \$666,514.00.

**Fund Balances** – Operating El Dorado \$125,138.18; Oak Valley Operating \$100.00; Petty Cash \$250.00; State Farm Operating (MM) Account-\$92,362.76; Oak Valley Liquidity Plus (MM)-\$88,537.04; Guaranty Bank Reserve Account \$131,673.95; Mother Lode (CD Reserve) \$106,462.13; Mother Lode Checking

(Reserves) \$1,000.00.; County Bank (CD Reserve) \$43,261.87; County Bank II (CD Reserve) \$51,157.58; US Bank (CD Reserve) \$50,869.79; Pacific State (CD Reserve) \$103,166.03; Allocation to Roads \$194,617.73 and General Components \$292,973.62.

**Interest-** Interest earned on El Dorado Operating Account in December is \$260.50. Interest earned on State Farm Operating (Money Market) Account was \$295.29. Interest earned on Guaranty Bank (Reserve) Account was \$310.46. Interest earned on Oak Valley Liquidity Plus was \$209.59

Treasurer Nethery recommends an increase to the Road impact fees to \$10,000. He requested that the ARC committee make a recommendation to the Board at a future meeting. President Marwin stated that the county currently charges a rim charge of \$3,300. Treasurer Nethery reported that FMOA has currently increased its reserve fund balance to over \$100,000. Treasurer Nethery made a motion to open a CD at Bank of America (Arnold branch) for \$43,000. Secretary Harrison seconded. Motion passed unanimously. Mr. Castle questioned the Treasure's report in regard to the discrepancy between the "Budget" column and the "2007 Budget" column (they should be the same number). He also questioned why the Hilltop tennis court bathroom structure was not included in the Reserve Study (only the fixtures were included).

## **MANAGERS REPORT**

**December 2007**

### **OFFICE**

- Employees: Wil Swihart was named Employee of Month
- CPA - Audit or Review?
- Storm Damage Report, several trees down, two damaged homes
- Water leaks in office, Reported to Mr. Duane Papais
  - Water Leaks have been repaired a few times so far

### **MAINTENANCE/GROUNDS SUMMARY**

- Cleaning out drains
- Keeping roads clear for travel
  - Plowing
  - Sanding

### **SECURITY SUMMARY**

- CC&R violations - Trash on lots, Vehicles, Boats and trailers.
- Shifts until 2am on New Years Eve, all was quiet.
- New storage unit behind shack for shovels and buckets of sand etc...

### **RECREATION SUMMARY**

- New Announcement Board has been received and will be placed @ Meadow Park, weather permitting.

### **GENERAL MANAGER**

- Website is up and running, working out a few bugs
- Clubhouse Renovation nearing completion
- Fairway Condo Drainage : See Map

- Started work on the Reserve Study, waiting for EOY totals to transfer to 2008 Review. New study release target date: February 29, 2008
- Meeting with Hansen/Papais regarding Fairway Village Townhouses.
  - Payment of \$40k, see letter
- Communications, Radios – Money in Reserves
- Unit 5 & 3/3A Update
- CCWD – Waste Discharge permit Update

General Manager Masters reported the receipt of correspondence from Fairway Village LLC requesting a payment deferral for the \$40,000 that is now due to FMOA for the completion of the ninth building. Fairway Village LLC stated the request was made due to the declining real estate market. The expected funds are specifically allocated to the construction of a new Guard shack and Maintenance building, both equipped with restroom facilities. Treasurer Nethery made a motion for General Manager Masters to give written correspondence back to Fairway Village LLC and request that \$20,000 is due and payable immediately. Director Smith seconded. Motion passed unanimously.

General Manager Masters also stated that there was a drainage issue at the Fairway condos during the last storm. FMOA immediately responded with Maintenance crew and contracted Angels Sewer and Drain to clean out this drain. Although FMOA reacted to this “emergency”, it was agreed, that in the future, all drainage issues will be the responsibility of Fairway Condos and not that of FMOA. The Board of Directors concurred with this statement.

General Manager Masters recommended that an audit (vs. review) be conducted at FMOA by a CPA firm due to the change in management as well as the length of time passed between the last audit (2003). The Board of Directors reviewed the quote submitted by the current CPA (E. Samuel Wheeler) for an audit \$6,750 vs. a review for \$4,750. President Marwin felt both cost were excessive, especially since FMOA executed the system conversion to Quick Books. The Board of Directors requested that competitive quotes be obtained and presented at a later date. Treasurer Nethery made a motion to accept General Manager Masters’ recommendation of an audit to be performed. Secretary Harrison seconded. Motion passed unanimously.

General Manager Masters reported that there was a serious communication problem with FMOA personnel within the community that should be addressed. Treasurer Nethery made a motion to purchase 4 radios from Columbia Communications for \$3,144.42 (as quoted) being funded from the Reserve account. Director Smith seconded. Motion passed unanimously.

General Manager Masters provided the Board with a plethora of street sweeping information (maintenance, parts, etc.), but emphasized that although the procurement of a street sweeper by FMOA may be very beneficial, funding allocations should be made in advance and over a period of years to support this purchase. Secretary Harrison indicated that possibly street sweeping services could be contracted in the future on an “as needed” basis.

## **V. COMMITTEE REPORTS**

### **ARC-**

Secretary Harrison reported the December 18, 2007 meeting minutes lot by lot to the Board. There were no action items.

### **CC&R’s**

General Manager Masters suggested a study session with the Board of Directors to review all components of this project in the near future.

**F & A**

Treasurer Nethery made a motion to appoint Rick Brewer to the F & A committee. Vice President Langenbahn seconded. Motion passed unanimously.

**PARKS & POOLS**

A FM resident (Sue Schuller) was approached by community members to offer a Body Sculpting class. This class shall adhere and follow the same guidelines as the other classes offered to FM residents primarily. Director Smith questioned the cost of the class. As with other classes, no money may be exchanged at the HTCH facility, but donations may be accepted. Secretary Harrison made a motion to approve Sue Schuller to offer a Body Sculpting exercise class to FM residents. Treasurer Nethery seconded. Motion passed unanimously. It was also mentioned that Bob Renner retains the key for the bocce ball equipment and maintenance supplies. It was suggested the FMOA should obtain a copy of this key.

**ROADS**

Treasurer Nethery rescinded a motion made by Director Smith (12.18.07) made to accept the bid for the exit grating repair as presented for \$6,300.00 from Goodwin Construction, Inc. Director Smith seconded. Motion rescinded. Treasurer Nethery made a motion to accept a bid from George Reed, Inc. for the repair/replacement of the entrance/exit grating system, with a cost not to exceed \$7,000. Director Smith seconded. President Marwin questioned the 3/3A funding agreement and its relevance to this endeavor. Motion passed with a vote of 4-2.

**VIP**

Treasurer Nethery made a motion to allow California Reforestation, Inc. (Sonora) to clear the area around Solar Ridge and Laurel Ridge Condos per the Proposition 40 grants (no cost will be incurred by FMOA). Director Smith seconded. Motion passed unanimously.

**VI. OLD BUSINESS/NEW BUSINESS**

**VII. ADJORNMENT**

With no discussion and no objections, President Marwin adjourned the meeting at 6:45 p.m.

The next Board meeting will be 5:00 p.m. Tuesday, February 19<sup>th</sup>, at the Hilltop Clubhouse.

Respectfully submitted by Kimberley Sturgeon  
Recording Secretary

\_\_\_\_\_ Date \_\_\_\_\_  
Secretary Garland Harrison