

Los Cerritos Area Homeowner's Association Board Meeting
3/18/2019

Time: 6:00 pm

Location: Rariden House

Attendees: Mike Rariden (President and Board Member), Joan McMorran (Vice President and Board Member), Mary Cockburn (Treasurer and Board Member), Tom Zipperian (Board Member), Shannon Siewert (Board Member and ACC), David Nee (Road Committee), TJ Maloy (Road Committee), Lorraine Rariden (note taker)

Board meeting started at 6:05 pm

Old Business:

Any check written on the association account over \$1000 must have two authorized signatures on account. This was unanimously voted by the Board during the Dec 2018 Board Meeting although no action has taken place. Due to the arduous nature of adding another signatory to the Association bank and coupled with some Board Members' terms expiring, it was unanimously agreed upon to formally put this action item ON HOLD until after the June General Meeting, although Tom Zipperian recommended exercising this action internal until such time.

Mary Cockburn will lead this effort after the June meeting. **ACTION ITEM. Post meeting motion:** Until the June General Meeting is held, Mary Cockburn (Treasurer) and Mike Rariden (President) will be the two authorized signatures on the account. In cases where there may be a conflict of interest with regards to Mike Rariden performing paid road work, the Road committee and the other Board members will approve and authorize payment; therefore two authorized signatures will not be required. Motion passed unanimously via email correspondence.

Future Legal Work:

In Jan 2019, Mary stated five new liens have been filed, with Notice of Lien Letters sent out to the lot owners. To date, there has been no response. Fees have also been applied to the accounts. A total of \$23,737 is the outstanding balance of unpaid dues.

Tom will write one letter to the lot owner with the largest outstanding balance.

The next step is to work with the Attorney on filing with District Court. Papers will be served to each lot owner in arrears. Some may be hand delivered because lot owners refuse to sign for the certified mail. Currently there is \$5,300 in the bank account with the attorney. **ACTION ITEM.**

Entrance Gates:

Shannon reported each gate will cost approximately \$18,500 with a service warranty of one year. He will present at general meeting with list of options, what works best for community and will be voted by the association. **ACTION ITEM (June) - Shannon.**

Tax Exempt:

Mike asked if the Association is considered a non-profit and if so, it is tax-exempt. This would save the Association a lot of money. Mary will follow up with HR Block and provide the answer to the Board.

ACTION ITEM – Mary.

Road Maintenance:

Discussed spring maintenance timing in reference to Timberline's current proposal. Mike stated we missed Fall maintenance and Spring is approaching. David stated he tries to apply road stabilization/dust suppressant at least twice a year. David stated last Fall there were "some hiccups" and we suffered consequences due to mis-communication. Mike asked what the timeline is for full subdivision roadwork, does it cost \$30K? The discussion turned towards conserving funds for future paving and only accomplishing essential work.

David stated he was waiting for Board to identify exactly what work to complete using the bid sent on 1 Mar 2019. He will not proceed until it is signed off by the Board. David stated a few times that the experts say not to use gravel. Mike asked "what do they recommend then?". No answer was provided. Mary inquired if we have or ever had a master plan for the roads. Tom answered no. A discussion followed that we need a 5-10 year master plan and everyone agreed we need to be more proactive with the roads and not reactive. Mike added the Standardized Operations Procedures for Roads Development and Maintenance was in draft and could include a master plan. Tom stated with the recent resignation of Steve Williams from the Road Committee, we need to have better engineering guidance not "opinions". Tom stated we need to get volunteers within our community to understand where we are at. A master plan would solve this and it would bring the sentiment of all the homeowners. TJ stated he would not do a plan, so Tom volunteered to draft a master plan. **ACTION ITEM – Tom.** Mike stated the draft plan will be presented at the June meeting. Objective: Establish clear and precise guidance/expectations/goals to the Road Committee for development and maintenance of the roads to achieve efficiency, quality, and uniformity of performance.

TJ stated this Spring we need more speed bumps. He will obtain an estimate for additional speed bumps on Camino Cerritos and an estimate for aprons at Lomas Dr. and Camino Collado. TJ emphasized he will only get one bid. Mike responded stating projects would be prioritized and worked based upon the most urgent need, he explained overdue road work would take precedence. **ACTION ITEM – TJ.**

David informed the Board after the completion of Timberline's work, he will be resigning from the Road Committee. He explained he volunteered to get the dust suppressant started because it benefitted him. He then took over grading with the mentorship of Steve Williams. He will send a letter to the Board in the near future.

Mike emphasized we are trying to do our best and figure out the best way forward. Joan expressed her appreciation to the Road Committee. Mike asserted the end goal should be to asphalt as much as possible. In order to achieve that goal the unpaved areas have to be properly maintained to extend the service life and reduce costs. Stabilization products are essential to the maintenance process but are costly. Magnesium Chloride is the most commonly used product for dust control. In addition it has some road stabilization benefits and is much cheaper to use.

All board members approved and initialed the proposal from Timberline in the amount of \$12K. No work will be accomplished in the areas where Mike performed emergency road work. **ACTION ITEM – David.**

TJ stated the Road Committee will not be getting a contractor for the road stabilizer and it is on the board.

We need to publicize that action has been taken against members in arrears. Mike will write the lot #'s with the outstanding amounts on a white board to display at the June meeting. **ACTION ITEM – Mike.**

TJ and David departed the meeting at 8:00pm.

Mike summarized:

Agreed to the \$12K road work
Save money for additional asphalt work
Draw up a master plan

Written Committee Operating Procedures:

Mike has drafted up procedures; will email out to Board Members for input and review. **ACTION ITEM – Mike.**

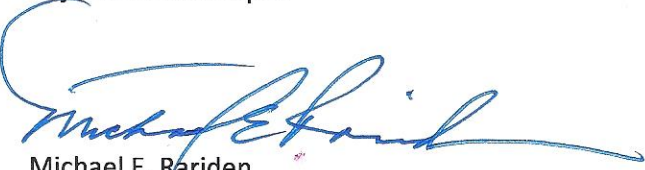
New Business:

Set date for the General Meeting: Saturday, 8 Jun 2019, 9:15am, Good Sheppard Lutheran Church.
Mary will add a Save-the-Date to the Spring assessment mailings. **ACTION ITEM – Mary.**

Road Stabilization:

Mike brought up the topic again due to the fact the responsibility was put on the Board. Road stabilizer needs to be done immediately after the completion of the road work. Magnesium Chloride is the cheapest and most commonly used. Renting or buying the trailer was briefly discussed as an option because mobilizing the trucks is expensive. Tom indicated we no longer have a contractor to provide the road stabilization; he will try to find a contractor or see if Timberline can do it (Tom will ask David). **ACTION ITEM – Tom.**

Adjourned at 8:23pm.



Michael E. Rariden
President, LCAHA