

**SEVEN LAKES LANDOWNERS ASSOCIATION, INC.**  
**MINUTES**  
**BOARD OF DIRECTORS**  
**AUGUST 26, 2009 AT 7:30 PM, NCH**

President Zielsdorf called the meeting to order at 7:35 pm with all Directors present except Director Caulk, who had a family emergency. Also present were Community Manager Fulcher and Assistant Manager Beane.

**APPROVAL OF MINUTES:**

**July 29 Open Meeting** – After a correction is made to Director Kindsvatter’s statement regarding the residents voting on the Community Manager, these minutes are approved.

**August 10 Work Session & July 13 Special Meeting** – On motions made by Director Kindsvatter and seconded by Director Droppers, the minutes were unanimously approved.

**MEMBERS COMMENTS:**

**Mike Cummins** – Mr. Cummins stated that he felt most people do not know the extent of work that the maintenance department does. He provided a list of things that had been accomplished by the maintenance department and commented that he believed that farming out maintenance would not be beneficial.

**Don Fentzlaff** – Mr. Fentzlaff commented that he felt perhaps the public comment period would be better if held after the agenda items had been discussed. He advised that the gazebo at Sequoia has seaweed on top of it and that the playground needs raking. He suggested that perhaps we need a family beach near the playground area, as Sequoia was considerably overcrowded on The 4<sup>th</sup> of July. President Zielsdorf advised that the swimming rules had been discussed at a work session but it was decided that the rules were already in place in Regulation 8.3 and just needed to be enforced.

**Donna Fentzlaff** – Mrs. Fentzlaff questioned why no cigarette containers have been placed at the beach since the last meeting and suggested either raking the beach or prohibiting smoking on the beach. After a discussion, Director Droppers suggested putting it on the agenda for the work session.

**Holly Craven** - Mrs. Craven commented that she has seen cars parking and entering Seven Lakes North through the back gate and that kids have been driving too fast across the dam.

**Laura Douglas** – Laura thanked Bob Darr and the maintenance staff for erecting the playground equipment.

**Jamie Yow** – Mr. Yow questioned if the community would get a vote regarding the outsourcing of maintenance. Director Shaver answered that the Board would need to compare the costs of outsourcing and in-house but would listen to concerns of residents. Director Droppers replied that the Board would have facts and numbers before any decisions are made.

#### **ACTION ITEMS:**

**Mailbox & Incorporation Cost for GSLCC** – On a motion made by Director Droppers and seconded by Keyser, it was unanimously approved to pay our share for an amount not to exceed \$50.

**Purchase of Mower** – After a lengthy discussion, a roll call vote was called with Directors Shaver, Keyser and Galford supporting the purchase and Directors Kindsvatter and Droppers being opposed. Director Caulk gave his proxy to Director Shaver who voted in favor.

**Fees for Shelter Use by Members Guest** – Community Manager Fulcher explained that these fees would be imposed when renting a shelter only if the resident had non-members attending and did not have guest cards to cover them. He said that this is to make it fair to residents that had purchased guest cards because many residents were just renting shelters and bringing in 25 to 50 guests without having to purchase guest passes. On a motion made by Director Galford and seconded by Director Droppers, it was unanimously approved to charge a fee of \$25 for 1-25 guests and \$50 for 26-50 guests. Anything over 50 will require approval from management.

#### **APPOINTMENT OF TENNIS COMMITTEE;**

President Zielsdorf appointed Directors Kindsvatter, Droppers and Keyser to meet with the SLCC and discuss using the SLCC tennis courts. Director Kindsvatter is to coordinate this meeting.

#### **COMMITTEE REPORTS:**

**Finance:** See attached report from Director Galford.

**Recreation:** Director Keyser reported that the committee met July 27 and had discussed several issues regarding Sequoia Point Beach as well as several issues regarding the tennis courts. Chad Beane reported that swimming ropes and buoys have been replaced, a State Fair trip is planned for October, and in-door aerobics will begin after Labor Day.

**Community Standards:** It was reported by Chad Beane that there are currently 19 items open and that 3 of these have 3 strikes. 192 items have been closed.

**Management Search:** Director Droppers advised that pricing and staffing recommendations have been requested from 3 of the firms that were initially contacted. In addition, approximately 40 resumes have been received from the classifieds that were placed. The committee will sort through these and do some phone interviews before narrowing the selection down to 2 or 3 for personal interviews.

**Architectural Review Board:** See attached report from Director Kindsvatter

**Maintenance:** Director Shaver has been out of town and there has been no maintenance committee meeting. He did state that he has heard comments regarding maintenance personnel doing landscaping work for residents. He advised that this is being done on the employees own time and that in the future he will advise the staff to change from their uniform shirts.

**Security:** In the absence of Director Caulk, Mr. Fulcher reported that the bar codes are working good and that from Aug. 1 through Aug. 23 the North Side gate had issued 8000 guest passes.

#### **MANAGER'S REPORT:**

Mr. Fulcher reported that Timber Dam was graded for the first time. Storms damaged work areas on Sequoia but S&ME has made necessary repairs. Testing of the overflow pipes is needed and \$10,000 has been budgeted for this. He thanked maintenance employees Paul McInnis and Jerald Brady for their effort in assembling the playground equipment. On his recommendation, the office will no longer be open on Wednesday nights as there has not been any activity to justify the extra hours.

#### **ADJOURNMENT:**

On a motion made by Director Kindsvatter and seconded by Shaver, the meeting was adjourned at 9:40 pm.

Respectively submitted,

Brenda Massimo

**Aug 18, 2009 Road Paving and Finance Committee Minutes:** (Grout, Jones, Temple, Allen, Beane, Fulcher, Galford)

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

Fulcher will contact Clark and discuss Dogwood options

Allen/Cummins road review - immediate repairs?

North Side roads viewed are solid – Dogwood must be addressed

Cummins telephoned comments on areas requiring immediate attention:

(Confirmed by Allen – Cummins has the notes and recommendations)

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 are unsightly but solid

Any South side dam road work required? (Fulcher/Clark/Cummins/Allen)

No, even though minor potholes were noted.

Line painting on streets:

Normal effective life is 5 years. If paving is delayed, selective painting of parking lot, curves, intersections and road blind areas could be cost effective for a three year period. Reflectors were briefly discussed, but line painting was favored.

Parking Lot surface coating (office, mail house (N&S))

Allen/Cummins/Fulcher/Clark will review

Fulcher recommends crack sealing if major road paving is delayed until 2011 or 2012. Allen & Cummins recommend wood to replace existing curbing. note: A general discussion of top dressing indicates that it is normally not cost effective.

Parking Lot Curbing: This item needs immediate attention

Fulcher will get prices on various types of curbing (wood, concrete, and vehicle space curb blocks) Asphalt curbing and concrete driveway curbing are not strong enough and will not be researched. No curbing could be considered. Drainage will be reviewed

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 price is reasonable then recommendations will be made for other areas.

Do Rules and Regulations require revision for utility cuts? (Galford)

Future must not damage newly paved roads.

**Timetable (September 2010 start date) Committee Concern** - Should

appearance the driving force/should paving be delayed until the surface is more damaged? 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. Surface Engineer report might be required if work is started

in 2012. Fulcher will not be here in 2011.

**(Shaver will provide in from with maintenance Committee)**

The input of both committees to the Board will provide public input.

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.

**Although, the Board will resolve the importance of appearance, the PAVING Committee is unanimous in recommending a delay to 2011 or 2012 for the main roadways.** The reasons for delay and immediate projects are on next page;

**Delay reasons:**

- 1) The inspection by Cummins and Allen indicates that the roads will not require more extensive repairs in 2011/2012 than they do now.
- 2) Fulcher has continually recommended a later date.
- 3) Finance costs can be delayed.
- 4) Paving cost, financing cost and inflation are unknowns and are not controllable.
- 5) Fulcher' consulting services will include a complete road study, supervision of contractors doing the immediate repair projects and other duties as assigned.  
He will assist with Dogwood in all areas except the tree replacement selection.

**Immediate Projects:**

- 1) Crack sealing in Jan and Feb. (5 persons for 6 weeks)
- 2) Parking lot curbs
- 3) Areas identified by committee and confirmed by Fulcher
- 4) Dogwood (Study should start in September)
- 5) Main entrances **after** a study of changes and curbing.

**Dogwood should require removal of the pines and replacement with vegetation that will not create future road damage. A Dogwood design is beyond this committees experience level and assistance will be requested.**

Unpaved roads: Residents wanting new paving will be notified to request it.  
All study and report procedures, forms and report format to Fulcher from Finance.  
Consulting Study? Not required (see 2005/2006 Board minutes.)

**Projected 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 ?  
Announcement to members of input deadline ?

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

**Old**

Financial Report Review

Trial Balance

George will review FY 2009 adjusting entry postings and assist in clean up of the book presentation to reconcile with the accountants accrued balance sheet. Completion and report by Sep. meeting.

Inc. statement

Prior year collections better than budget  
Swim team income down  
Security R & M sod!!!!  
Security & Admin salary for the year  
Recreation travel and training for the year: Chad related  
Clubhouse supplies and miscellaneous  
Barcode and camera repairs?  
Pool repairs complete?  
Fire works expense and check reconciliation at next meeting

Invoices

Selected invoices discussed and no problems noted

5/10 Year Plan FY 10 Reviewed

Monthly review by George with comments in Sep.

CPA FY 09 Report

CPA adjustments posted (see above review)  
Funds Statement recommendation was requested and CPAs did not place one in the audited report. Only two members have requested the detailed funds statement and last years report policy will be continued for this year. The finance committee reviews a detailed statement monthly and it is reconciled to the books and records on a monthly basis.

Funds Statement – circulate

Bank Reconciliations – Grout reviewed checking & investments

Information Requests – none to date

Standard ones submitted last month & Request for Cola Contract – not provided  
Playground equipment cost of set up will be provided in Sep.

**New**

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

Dalton will have recommended Budget by Dec.

See Financial Procedures guide

Request for \$8,000 mower (**recommend approval if bids are received**)I

Galford requested advice from each member on outsourcing and leasing.

All members commented on potential outsourcing problems.

- Outsourcing recommended from above never works
- Loss of flexibility usually becomes a problem
- Industry is currently returning to in house for quality and cost control
- Leasing adds a new party and is therefore more costly
- If the mower is not needed in the future it will have residual value

Temple - balance sheet clean up for April & Aug. closing?

**Next Meeting Date – Tues. Sep. 15, 9:00**

----- Original Message -----

**From:** [Dick and Sally](#)

**To:** [Mike cummins](#) ; [Mark Widman](#) ; [Edith Starkey](#) ; [Chad Beane](#) ; [melinda scott](#)

**Cc:** [Kent Droppers](#) ; [Bruce Keyser](#) ; [Denny Galford](#) ; [Gary Caulk](#) ; [mgshaver@7lakes.net](#) ;  
[Randall A. Zielsdorf](#)

**Sent:** Tuesday, August 25, 2009 9:40 AM

**Subject:** ARB minutes Aug 20

**ARB  
Minutes – August 20, 2009**

Present: Kindsvatter, Cummins, Starkey, Scott, Beane, Fulcher

Invited guests: Charlie Riggins, Don Truesdell

A. The minutes of July 20 were approved.

B. Charlie Riggs of the Moore County Environmental Health Department talked about septic systems, followed by a Q and A session. A summary follows: The Environmental Health Department ( specifically Mr. Riggs) is charged with all septic permits in Moore County and all record keeping. A permit must be issued not only for new septic systems but also for most repairs to systems. It is the responsibility of property owners to have their septic systems pumped on a regular basis. If water is backing up in the toilet or breaking to the surface in the yard, call a septic system contractor immediately. Repairs to septic systems can run in the 10's of thousands of dollars. To be on the safe side, new septic systems should be checked and/or pumped after three years. If you don't know

when your system was last pumped, call a septic contractor. The contractor can suggest what the proper interval should be between pumpings. The causes for most failures are: not pumping out soon enough and tree roots. Mr. Riggs suggested that it was a bad idea to put a non-porous driveway over leech lines. Questions included: 1- What do you do if you have an old system which has broken down and there's no place to put a new one? Mr. Riggs answered that his department can be very innovative in making repairs and there are many new devices on the market for septic repairs. 2- What happens to the lakes if septic systems which are located on lots that drain into a lake fail? Answer – the septic system must be pumped every day until it is fixed and the beach area around the lake will be closed until tests show that the bacteria count is normal. 3- The West Side is considering mandatory pumping. How do you feel about that? Answer – I think education is a better way to go. Enforcement and record keeping can be big problems. 4- Should septic owners use Ridex or other similar products to keep their systems clean? Answer - it won't hurt but it's not usually necessary. Yogurt and yeast that has been activated are good and usually nothing is needed. Liquid soap is a better choice than granular for in the laundry.

C. Mrs. Rush, a landowner at 110 Lancashire presented pictures and examples of a roof she wants to install over her deck. The committee had previously denied it because it looked too much like an “add on”. The roof is flat and does not tie into the existing roof in an attractive way. We suggested that she look at awnings and she agreed to do that.

D. Mr. Mingin, from Mingin Enterprises, was scheduled to talk to the committee, but, due to the length of our meeting, he will reschedule.

E. No new construction

F. Additions/Alterations

1. Keller – 108 Sandspur – lot 650  
Addition – **Approved**
2. Floyd – 121 Fox Run – Lot 800027  
Fence – **Approved**
3. Godwin – 115 Cottage Grove – Lot 78  
Deck – **Approved**

G. Additional / Discussion items

1. Changes to Rules and Regulations are ongoing and will be discussed at the next meeting.
2. The committee would like to put an article in the SLT's and the Interlake about the importance of regular pumping of septic systems.

The next meeting is September 3<sup>rd</sup> @ 8:30