

**Dunlap Lake Property Owners Association Board Minutes**

**March 30, 2015**

**Call to order:** Alan Ortbals called the meeting to order at 7 p.m. at the Association meeting room in the Fogle house, 840 East Lake Drive.

**Present:** Walter Heck, Mark Hicks, Craig Louer, Genie Manterfield, Alan Ortbals, Todd Smith, Bart Solon, Michael Watts, Richard Welle, and Carolyn Green, association manager.

**Absent:** Larry Ahrens, Nicholas Head, Andy Leek, Gene Peters, Jim Seubert and Roy Wehling (all excused).

**Visitor’s Present:** Jennifer Russi

**VISTOR BUSINESS:** None

**MINUTES –** Carolyn Green presented minutes of the January 2015 meeting. It was noted that Jim Seubert was excused. Mark made a motion to approve the minutes with the correction. Genie seconded and the motion passed unanimously.

**OLD BUSINESS**

Alan reported that closing was complete on the Fogle house and this building is now ours. Rick reported that he had talked to Bob Pfieffer. The City will get a crew out later this week to clean it out. The locks are being re-keyed this evening.

**NEW BUSINESS**

Rick made a motion to retain the current slate of officers: Alan Ortbals-president, Michael Watts-vice president, Bart Solon-treasurer and Craig Louer-secretary. Mark seconded and the officers were elected unanimously. Volunteer were requested for each committee. A finance committee will be working this year as well.

**FINANCIAL REPORT** - Bart Solon, treasurer, presented the Financial Report

The balance sheet and budget verses actual for 2015 were reviewed. The year ended with more net income than budgeted.

 Bart made a motion to:

* Transfer $30,000 from the general reserve account to dam maintenance reserves
* Net income should go to lake maintenance reserve which will take it up to close to $150,000. Engineering survey/design and commons improvements would come out of lake maintenance.
* Dam maintenance will now be $47,871.41.
* Rick seconded and the motion passed unanimously.

Rick seconded to approve the report and recommendations from Bart. The motion passed unanimously.

 The board discussed adding property used to collateralize our loan on our balance sheet. There was general consensus to do so.

**Budget**

 Bart made a motion to approve the budget presented to the membership at the Annual Meeting in February and mailed out to all homeowners. This has $176,300 projected for income. It is basically a break even operating budget. About $11,000 of interest expense will come out of general reserves for principal payment. Net cash flow will be down about $100,000. Walt seconded the motion.

 Anticipated engineering costs were discussed. Craig reported that about $25,000 is expected for geotechnical work and $7-8,000 for the silt survey discussed at the last meeting. There will be additional expenses when it comes time to create biddable drawing. The Silt Committee is hoping that by next spring the Association will consider taking this out to bid.)

 The question was called and the motion to approve the budget passed unanimously.

**REPORTS**

**Management Report:** Submitted by Carolyn Green

 March was a busy month. The property acquisition vote passed and all the preparation work was completed for the officer to close on 840 East Lake Drive. Utilities have been moved into the Association’s name. Besides the usual newsletter, extra communications were sent out on ballots and the Luau.

 A large summary of the commons committee walk through was written up with dock owners and neighboring properties identified. A one-page summary of the commons priorities was presented and discussed. Carolyn will work with the committee to start putting tree removal; riprap, cleanup and sinkhole work into biddable project lists. The group said abandoned boats should be a priority.

**Building:** Andy Leek, Chair

Carolyn reported that Andy and the building committee have issued permits for:

* James & Karen Taylor, new construction where they tore down house at 133 Lotus
* Genie Manterfield, shed behind 313 Thomas Terrace

**Commons Area:**Submitted by Michael Watts, committee member

 Mike reported for Nick Head on the Commons Committee’s review of the properties during the Management report. The committee recommends cleaning up E-5 be a high priority. The boats are stuck in trash and mud. Several property owners are interested in a floating dock concept and this would be an ideal location to showcase a marina-style floating dock. Whether the new docks are to be owned by individuals or the association was discussed. The idea of having the Association construct and maintain the docks was well received but Alan pointed out that a system would have to be designed to cover the costs and the current dock owners in the cove would have to be on board.

**Dam and Maintenance:** Submitted by Michael Watts, chair

 Mike reported that he is going to set up a time with Lou Perinni to talk about the dam inspection concerns for additional brush hog work. Carolyn is setting up a time to go through the other mowing with Greenside and she will get the cost to add the 840 property.

**Fireworks:**Submitted by Michael Watts, chair

 Mike reported that the permitting process has been started.

**Fish and Wildlife:**Submitted by Walter Heck, chair

 Muskrats are starting to become a concern again. Walt is monitoring and we may need to trap again. Andy Leek and Chad Martens are willing to coordinate the Kids fishing derby again this year. It will be Saturday, June 20.

**Legal:**Submitted by Alan Ortbals, chair

 During the Financial Report at the January meeting the board approved contacting the attorney about legal options for two properties that are seriously delinquent on their assessments. Letters were sent out to both. There was no response from the owner on Branch. The owner on Mallard said he is trying to sell the property. The attorney will continue to work on collecting these assessments.

**Meetings Elections and Social:**Luau is Saturday, May 30

**Silt & Erosion**: Submitted by Craig Louer, chair

 Craig will get started on the two items already discussed during the budget conversation. The Geotechnical evaluation will be first. Soil samples will be taken to determine how deep the soil on 840 East Lake can be dug out and what kind of berm is needed around the property. A property survey would completely map the land. It would look at existing structures, facilities and topography (including finding any wells, septic systems, etc.). That would be needed before any engineering to build silt basin.

 He also proposed a Silt Survey of lake, which would cost about $7,500 (less if we want to do just the south end and the cove in the 600 section of East Lake by Bart’s house). The survey will show the bottom and silt depth. Having that information gives an estimate of how much silt needs to come out. Those two coves are probably all we can fit onto the 840 lot.

 There was a silt survey in 2005 before the south end was dug out and the new culverts were built. It will be very different now. Genie moved that the board commission a silt survey for up to $7,500. Mark seconded and the motion passed unanimously.

**There was no new information to report on Restrictions, Safety or the Web Page.**

**ADJOURNMENT:**

The next meeting will be Monday, April 27 at 7 pm. Rick made a motion to adjourn. Craig seconded and the motion passed unanimously.

Respectfully submitted, Carolyn Green