



**DAPPLEGRAY LANE PROPERTY OWNERS ASSOCIATION  
85 BUCKSKIN LANE ROLLING HILLS ESTATES CA 90274**

**DLPOA BOARD MEETING MINUTES**

**DECEMBER 2ND 2020 – 7:30 PM – 64 DAPPLEGRAY LANE/ZOOM VIDEO CONFERENCE**

<https://us02web.zoom.us/j/87632697744>

**ATTENDEES:**

**BOARD:** J. AMBROSE, B. FARROKH-SIAR, J. HATCH, S. A. POWER, C. MEISTERHEIM J. LITCHFIELD

**AUDIENCE:** JEANETTE JACOBSON, JASON GALLIEN, BRIAN LITTLE, AJ POULIN, PAUL SCHWARTZ,  
BRUCE WALKER

**1. Call Meeting to Order – 7:33 PM**

**2. Approve Prior Meeting Minutes** - The November meeting minutes were approved.

**3. Treasurer's Report:**

J. Ambrose reported we currently have a balance of \$74,389. Both installments of property taxes for 2020 have been paid. Insurance and signature remain the same. The application to get our non-profit status reinstated has been filed with the IRS.

**4. New and Recurring Topics / Follow-up Items:**

Executive officers were confirmed. Babak Farrok-Siar to remain President, Andrew Powers V.P, Julie Ambrose Treasurer and Chrissy Meisterheim Secretary. Julie Hatch, Robyn Pick and Joe Litchfield will serve as committee chairs while being Board members.

Committee chairs will continue as follows. Membership Committee -Jason Gallien, Ring Committee- Kelly Yates, Architectural Committee- Joe Litchfield, Welcoming Committee- AJ Poulin, Jenny Litchfield, Safety Committee- Julie Hatch. The Communication Committee will be chaired by Robyn Pick. We are looking for a new chair for the Trail Committee. Please reach out to the board if you have interest!

Discussion of Annual Budget will continue to next meeting. The Board asks that each Committee look at Last Year Expenses and recommend a budget for 2021.

Capital Improvement for 2020 were the Cameras. For 2021, we are looking for a project. Some members suggest improvements to the Ring. Members are asked to present any ideas at the January meeting.

Speed Bump update is still in review. City advised that a new engineer needs to be incorporated into the project. Committee will meet again and review results presented.

Old Records need to be updated, according to Joe Litchfield. He presented that there are 50-60 years of records and would like to preserve and digitize these records. Paul Schwartz said he has many boxes of records as well. There is a concern that digitizing all of these is difficult. There are also old photos, some on the website. Board suggests Robyn Pick sync with Sarah Khorey to see what can be used for website. Discussion on all the above to be continued.

Entrance Landscaping. Julie Hatch would like to add plants and flowers to the entrance. Has offered to do the planting. Board approved a motion for a budget of \$500 for new landscaping, plants and supplies. Julie Ambrose/Jason Gallien confirmed we pay \$540 a quarter for city landscape maintenance but some feel they are not doing a great job.

Another question is how far does our area go at the entrance? There are some dirt areas that need landscaping. Julie to follow up with Lisa Pearce regarding what she knows.

There is a light falling down at the entrance. Julie is asking Mike Goldsmith if the city can fix this.

Trail Easement Project AJ Poulin and Paul Schwartz meeting this Saturday to walk the trails. Will update at next meeting.

## 5. Committee Reports:

- Safety Committee – Julie Hatch is putting together a Neighborhood Watch meeting (via zoom). She has two deputies coming to present ideas on prevention and to answer questions. Please look out for more info as it is very important for all to attend! Thank you to Julie and Babak for getting the Security Light at the entrance! A second light will be added at the stop sign. They are still working on the Security Camera's for entrance. Also, a SurveyMonkey to the neighborhood will be going out soon to establish feedback in regards to current security systems used, interest in adding security cameras at the trail heads as well as hiring a security company to drive around in the neighborhood at night.
- Ring Committee – Joe fixed the sprinklers. He is working on getting a bid to trim the trees. Other projects include replacing LED lights and switching lock on round pen.

AJ made a suggestion to put some type of "play" items for kids near the ring by the tree swing. Something western themed like a rope swing or a wooden balance beam. While kids are taking riding lessons, there will be a nice area for younger siblings to hang out and play. Is this okay for horses....Follow up with Kelly Yates to get input.

- Architectural Committee – Per Joe Litchfield, 18 Sorrel ADU plans are approved. 82 Dapplegray Porch Front and Back are approved. 60 Buckskin rear work is approved. 19 Dapplegray will be reviewed at the city meeting on December 7<sup>th</sup>.
- Events – Food Truck event with was a success with the Barbacoa Boyz. Thank you Babak for organizing! We had 151 people attend, spread out through the evening. Neighbors enjoyed saying hello at safe distances. \$3000 was spent on the BBQ, with ½ of the expense paid by the Board. The Desert truck was \$700, paid by the HOA.

Santa in the Lanes is coming up on the 20<sup>th</sup>- we are looking for a volunteer to Drive!

Welcome Committee – AJ Poulin reported we welcomed 3 new homes 56 Buckskin, 23 Sorrel, and 77 Dapplegray. We have 2 hoes left.

- Membership Committee – Jason Gallien reported we are at a record of 134 homes paid! (134 out of 168). Thank you Jeannette for getting the word out. We also have 43 non-resident riders paid, which is also the highest. Thank you Kelly Yates for recruiting!

- Communication Committee – Thank you Robyn Pick for volunteering to run the committee. Thank you Brian Little for compiling a master list of updated residents, emails and information. 56 homes have been updated and he is close to being done. Brian is researching printers for the directory, should be out by February. Advertisers will cover budget.
  - Trail Committee– We need a New chair! Jenny Litchfield was our chair last year.
6. **Calendar Review:** Our January meeting will be held on the 6<sup>th</sup> at Hatch Residence 73 Dapplegray.
  7. **Audience Discussion / Concerns:** Paul Schwartz reported Committee that he witnessed some boxes dumped in front of a house that did not belong to the home, there were a couple different addresses. Keep an eye out for suspicious items going on this holiday.
  8. **Adjournment** at 8:23 PM

## **BOARD DUTIES & CALENDAR REMINDERS**

### **December:**

- Select Executive Officers
- Update Bank Signatories via Board Resolution
- Update Board Contact Information on Website
- Update Board Contact Information with City of Rolling Hills Estates
- Update Board Contact Information with DLPOA Insurance
- Pay Property Taxes – 1<sup>st</sup> Installment

### **January:**

- Review Annual Budget
- Solicit Suggestions for Capital Improvement Projects for New Fiscal Year

### **February:**

- Approve for Capital Improvement Projects for New Fiscal Year
- Confirm Horse Show Dates and Volunteers

### **April:**

- Pay property Taxes – 2<sup>nd</sup> Installment

### **May:**

- Review and Approve Annual Dues Amount & Notice
- Confirm Summer Barbeque Date

### **June:**

- Distribute Annual Dues Notice

### **July:**

- Compile Fiscal Year Financials for Federal Tax Return

### **August:**

- President to appoint Nominating Committee
- Publish number of board seat openings in Hoofbeats and solicit interested members
- Make initial contact with LA County Sheriff Office to obtain Halloween security detail

### **September:**

- Confirm eligibility of Nominating Committee recommendations
- Publish election date and Nominee's in Hoofbeats
- Confirm LA County Sheriff Office Halloween security
- Reserve RHE City Hall facility for November Election and provide proof of insurance to RHE

### **October:**

- Re-Publish election date and Nominee's in Hoofbeats
- Confirm volunteers for Halloween Security