



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

**DLPOA BOARD MEETING MINUTES**  
**APRIL 5, 2023 – POULINS**

**ATTENDEES:**

**BOARD:** BRIAN LITTLE, ADAM BUCKMAN, KAREENA DONG, CHRISSEY MEISTERHEIM, JOE LITCHFIELD, JULIA AMBROSE

**Approve Prior Meeting Minutes** – The March Board meeting minutes were approved by Chrissy and Julia

**Meeting called to order at 7:34pm**

**1. Treasurer's Report:**

- Current Balance of \$60,918,15
- Misc reimbursements of \$3,600 for tree trimming and no material income

**2. New and Recurring Topics/Follow up:**

- **Road Re-Pavement Update:**
  - New Project will be combined with Strawberry Lane
  - David Wahba is working on collecting bids
  - DLPOA to review scope proactively with the city
    - They plan to make a clean cut at each driveway
    - Project slated to start in July
    - AJ suggested we communicate expectations in writing about drainage pipes / property specific requirements.
- **Trail and Arena Maintenance**
  - Pine Trees near Arena were removed due to safety concerns
  - Water issues continue to be a problem and we are looking to resolve as soon as we can.
  - Many are concerned about the 'marsh' for the Easter Egg Hunt
- **Capital Improvement Project Discussion:**
  - Looking to get additional bids for the Front Entry (Julie Hatch)
- **Audience Discussion**
  - Suzette James / Michelle – Trail Run-Off Issues
    - Water is draining onto the Sorrel trail from a few homes which is causing damage along many properties
    - Additionally, the drain on the street is getting backed up and the water build up is damaging the trail
    - Proposed Solution: Grade sorrel trail lower down and make properties higher and funnel water more properly to the drains
    - Homeowners to propose additional plans to resolve with help of DLPOA
  - Mary Dimmick
    - Main Sewer Breakage – Huge Issue
    - Her contractor has approached the city to pull the necessary permits
    - Wildan has reported that after the completion of the plumbing work, it will be Mary's responsibility to repave the entire cul de sac, not just the place in front of her driveway
    - DLPOA to work with Mary to see how we can help address her issue

## **Committee Reports:**

- Security:
  - Nothing to Report
- Ring Committee
  - Closed due to weather
  - Nothing additional to report
- Architectural Committee
  - Roofing Controversy Arose – cool roof requirement and approved roofing is in review by committee to provide revised, recommended roofing list
- Trail Committee
  - Nothing to report
- Welcome Committee
  - Nothing to report; Up to date on Baskets
- Membership Committee
  - Nothing to Report
- Events Committee:
  - Easter Event
    - The Easter Crew is geared up and ready!
  - Summer plans coming soon!
- Communication Committee:
  - Nothing to report

Next Meeting – May 3rd – 7:30pm (Ambrose's)

**Adjournment** – 8:32pm

## **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> Instalment

### **January:**

- Solicit Suggestions for Capital Improvement Projects for New Fiscal Year

### **February:**

- ~~Review Annual Budget~~
- Approve for Capital Improvement Projects for New Fiscal Year
- Confirm Horse Show Dates and Volunteers

### **March:**

- Review Memberships for Quickbooks, Survey Monkey

### **April:**

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

### **May:**

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

### **June:**

- Distribute Annual Dues Notice
- 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