



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

DLPOA BOARD MEETING MINUTES

JANUARY 11, 2017 7:30PM AT 64 DAPPLEGRAY

BOARD: LISA PEARCE, JENNY LITCHFIELD, JASON GALLIEN, BRUCE WALKER, MELISSA MACCRACKEN

AUDIENCE: GRAND MOGFORD, JOHN KRAMBEER, JOE LITCHFIELD, PAUL SHWARTZ, AJ AND KIRSTIN POULIN

1. Call Meeting to Order – 7:39pm

2. Prior Meeting Minutes Approved

3. Treasurer's Report Approved

4. Recurring Topics & Follow-up Items:

- Phone Book – Per Bruce, update has been converted to PDF, Jenny has contacts that are good for graphics/print.
- Buckskin Trail Repair – Rick Duykzul will do the plan for the front entrance. (Per Paul, he did a design in '06 and we didn't use it). City does maintenance, we do overhaul. We pay \$500 a quarter. We could hire our own gardener to do the maintenance, but we would still have to pay the City for water. We need a new plan. Lisa will do work on it. We need new lighting. We will ask Rick to include it in drawing.
- Beautification of entrance at Dapplegray / City Matching Program
- Street Easements / Rocks and Parking – Lots of discussion about how to get people to comply. Discussion of making HOA mandatory. Jason makes suggestion that a form letter be sent to sellers and brokers notifying them of easement on front and rear of property (trail) and to rectify upon change of ownership. Jason will work on writing something up. Starting point: article in FB reminding people about this requirement. Jason will come up with a formal recommendation for the next meeting and a form letter from the Board for prospective sellers saying "sorry to see you go," and reminding buyer and broker that rear easements must be brought into compliance."

New Topics:

- Drainage Study – Joe and Paul and AJ. Year long study and report.
Recommendations- end of Sorrel/Narbonne - City looking to future and assessing damage of the Chadmar property. Then Ault and Shotwell issues came up as a City problem. City's expert gave a suggestion of returning it to a natural swale or installing an underground pipe. TBC – subcommittee will put together exact options and costs and will come back to the Board.

5. Committee Reports:

- Ring Committee
 - Ring Equipment Maintenance – John K. Re work on ring and footing.

- Ring Conditions & Expenditures – over next years, will plan a budget. Right now, need sand for round pen. Might ask for some money soon, \$400 maybe.
- For future: Now forgoing thought of second pen. Suggests removing and keeping out people that don't pay. Ultimately would like to have shed with equipment and a place for dumpsters. Has spent 5K renting tractors. Could buy 20-23K tractor which would last forever and we could pay over time. Goal for fundraiser: tractor, shed, etc. Suggests upping fee for those using the round pen. TBC.
- April 22 projected day for Rodeo. 1) New fencing around ring 2) Shed 3) Tractor

- Architectural Committee – Joe – lots of construction going on. 69 permit open but no work. Sydne Michel's house sold. End of Buckskin deviation.
- Trail Committee – Per Kathy, two tractor incidents behind Glicksman's.
- Welcoming Committee – N/A
- Membership Committee – No change, 132 out of about 179, approximately, are members. Jason would like someone else to take over membership. Jason will do the finance part, but we need people overseeing it other than him and Marie. Presently Kathy maintains, posts and distributes, blasts to the community. Jason works with her, but proposes Treasurer and Membership be separate. TBC... Lastly, a member wrote an email regarding traffic on trails and the survey of trails. The Board owes her a response. (Correcting misinformation: we were jumping on offer from City to do work and she was concerned we were planning to do something that would affect her property.) MOTION that Board move forward with regrading trail 4 K and put on hold until city fixes drain to repair circle trail (Aults to Shotwells) with DG. APPROVED

6. **Calendar Review:** Confirm Next Meeting Location & Date FEB 1, AT POULIN'S, 24 BUCKSKIN!!!

7. **Audience Discussion / Concerns NONE**

8. **Adjournment** (not later than 10:00 PM) 9:49 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 – 1st Instalment

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 – 2nd Instalment

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