

**Fawn Lake Maintenance Commission  
General Board Meeting Agenda**

**October 28, 2023 -APPROVED 12/18/2023**

**Opening of the Meeting and Election of a Chair Pro Tem**

Mike Ricchio

- **Nominated:** Mike Ricchio by Jessica Pense    **Second:** Marni Brown    **Outcome:** Passed

**Roll Call of Officers and Trustees (Chair Pro Tem)**

- **Officers and Trustees present:** Mat Matincheck, Bill Knight, Heather Tremblay, Mike Ricchio, Steve Jacobson, Marni Brown, Jessica Pense
- **Officers and Trustees absent:** Debra Deir

**Hearing and Ethics Committee**

Jan Charles

- No election today
- One person resigned - interim position available until term in April.
- H&E is designed so if someone receives a fine they think unfair - they can contest it. If you fill out a form in office for a hearing, they get together, listen to both sides, and take secret ballot. Can void or reduce the fine, not increase.

**Community Activity Events Reports**

Renee Olson - FLAG

- Invite 5-7pm at the cabana for Halloween - prizes for adults - s'mores, kids
- Veterans day celebration sign up - artist making decorative wall plaque
- 11/11 Bryant Hall to thank our Veterans
- Craft fair coming up
- Christmas event at Cabana

**Treasurer's Report**

Steve Jacobson

- Bank statements
  - Moved money from Key Bank to Morgan Stanley,\$500K invested in CD's that roll every quarter - started at 5.25% interest -
  - Moved another \$250K at 5.5%
  - Generate \$35K interest next year - probably 40K
  - Wise, safe investments
  - 2 money market accounts 175K total - interest varies by month - about 2.4% now
  - May move more to Morgan Stanley to acquire more interest
  - Checking EO September \$259K
  - \$32K budgeted roads
  - \$80K water project coming
  - \$50K-\$60K to move into reserves
- Operating budget:
  - Started in June by asking board to make their initial estimates - what it costs to run a community - bills we pay, payroll, chemicals for water, repairs
  - Encourage community to sign up for email - all information is sent out
    - Sent in July - 4 comments back

- Budget reviewed quarterly - happy to sit and go through it individually
- September special board meeting open to the community to negotiate costs
- Voted on estimates at September meeting - voted yes on operating budget \$347K up from \$342K
- State law requires vote from the community when the budget voted on by board - who is there and proxies counted - requires 50% plus 1 of no to not ratify (246 no votes) - if not ratified goes to last year's operating budget
- Reserve Study
  - Not a GPS map - no turn by turn instructions - like a paper map - beginning, end, and roads in between
  - Designed to give an idea of where expenses are going in the future
  - Not telling what needs to be done today
  - Recommends what to replace and an estimate on cost to repair/replace
  - 4 years ago a company came and sat with the board - made list of assets we have in the community - and costs to run - they then determined average lifespan
  - We have used \$6.161M worth of assets. If we had saved along the way we would have this much in the bank - instead we have a little over \$1M - 16% - if below 30% we are at risk for special assessment
  - Each year in the red you are at high risk for special assessment
  - Need to be sure we have correct income, spend money properly, and invest properly
  - AC pipe will tell us what kind of funding to do moving forward
- Misc. Income
  - Legal reimbursement, drain field reimbursement, office things like faxes, investment income
  - \$1,000 for investment income last year - this year \$10K-\$15K because of changes we made
- Capital Expenditures
  - Board approved repairs - road, paint, well pump 2, safety and lighting
- Budget
  - How much money we need to do the projects on the list

Helpful to know what assessment dues are estimated for the next couple of years

- AC pipe is the lynch pin for this - if they come back saying we have x amount of years, 10-20, we can spread out increases over time. If they say we are in trouble - we will have to jump up significantly.

Voting - 400+ lots - hypothetically if  $\frac{2}{3}$  present will be overruled by board

- Shows importance of who we put on the board - if you want to make decisions - you need to participate
- Consider vote of majority - if get a pulse - should be an indicator of what the community thinks

Question of compliance paying dues

- Split 50% due April, 50% due October - 12 properties delinquent in April. Settled with 9-10 of those, October - 6 properties delinquent (2.8% non-compliance as of this morning)
- Tracy and Renee carry huge load

Voting back to the way it was - people have a chance to vote

- \$1K spent mailing ballots last year - 244 back, not enough
- We are following state law - people who attend and vote by proxy are counted
- Proxies were available in the office and online
- Voting was based on state law
- Fawn Lake arranged a bus for free transportation - no one signed up
- We are working to anticipate things

### **Committee Reports**

#### **Nominations and Elections**

Jessica Pense

- Thank you to our amazing volunteers and Renee and Tracy! Voting for budget ratification happening today, at this meeting
- Proxies have been available at the office for those unable to attend today
- Votes will be counted after this meeting, we will notify the community soon after it is finalized
- Remember this is about ratification of the budget - to stop the proposed assessment and budget from moving forward it would take 50% + 1 “no’s”
- 3 open board positions - if interested please email [elections@fawnlakecommunity.com](mailto:elections@fawnlakecommunity.com)

#### **Communications Liaison and Entry Gate**

Heather Tremblay

- Gate statistics
  - 14 reported gate breaks
  - 11 camera verified gate breaks
  - 5 identified perpetrators - followed through with gate break - only 5 because of the camera’s capability - doing what we can.
- Had on camera a company breaking the gate - they paid for a new one
- Current video surveillance is not HD - unclear - wanting new cameras that specifically target license plate numbers
- New flood lights with event alerts
- testing trail cameras at various locations
- Fawn Lake is now a designated area in the “Code Red” app

#### **Office Administration**

Debra Deir

- Renee reads letter from Debra
- Member service hours reviewed - requesting feedback/suggestions from community regarding member hours
- New computer for Tracy - new door for air flow - recycling system
- Looking into digitizing information that needs to be kept to reduce on space used in file cabinets

## **Buildings & Permits**

Open - Curt Pense

- 2 new mobiles - 2 on way

## **Parks, Grounds and Roads**

Open - Steve Jacobson

- Men's restroom at Cabana painted
- Don - 16 years working with Fawn Lake
- 2 flood lights up at Cabana
- Cut out of walkway at Cabana - found one tank is filled - ground tore up on pathway - thinking of redoing the tank - can't get to drain field - restrooms at Cabana - County involved designing new system - figuring out new access
- Restrooms shut down after fall cleanup - 3rd week in November (18th)
- Alpine 26 trees down - logs at water tower
- Abandoned boats - 15th November - bid on unclaimed boats - look to the newsletter (11th in the office, 18th deadline - 21st to get the boat you buy)
- Estimate from paver - Starting December 15th - company coming in to patch road at top of lake

## **Water Systems**

Bill Knight

- 7 miles of water lines in community - 1 mile is asbestos concrete at end of life - need to start replacement - section picked because minimal homes affected by water shut off - splitting cost with PUD3
  - Extra valves - will help minimize when issues happen
  - Replacing pipe along Crescent near dam
- 3rd week of november starting work. PUD splitting excavation cost with us
  - Once date confirmed, residents impact will be notified of water loss and timeframe
- New meter head- radio frequency - easier to read - glitches - thank you Renee in identifying discrepancies in the data - 60 were not reading, 50 because vacant lots not using water - think issues are resolved
  - start monthly readings in November
- 27 trees removed on Alpine - concern of roots would fracture AC Pipe -
  - wood available at the water tower - residents only - form in back to sign up for the wood, and liability release form
- Sanitary survey of water system from Department of Health for Drinking Water
  - few discrepancies - cleaned filters, replaced gasket, replaced junction box at well 3
  - One item with drain system - filter screens on pipes
  - Will submit info to department of health and be in good shape
- Neal and Troy completed apprenticeship - to be certified water treatment experts - will be taking care of the water system: testing, broken line repairs, etc.
- Dan stepping down in April
- Pipe replacement
  - Will also test the longevity (life expectancy) of the pipe for the rest of the community

- Find out actual cost to replace
- Reserve budget \$150 per foot - actually \$212
  - Funding gap
- PUD3 joining with us 25% of cost will be absorbed with them - huge partnership

### **Septic Systems**

Curt Pense

- Maintenance is important
  - 3 year check (inspect and pump as needed)
- LOSS system - monthly clean the filters

### **Lake and Dam**

Matt Matincheck

- Fish On! Success - thank you for the help of F.L.A.G. (Renee) and volunteers
- Trout stocking - 217 lbs of fish
- Having hard time to get someone to inspect the dam
- Lake health - spoke with a limnologist (lake scientist) - going to have another meeting to discuss the lake health including what fish can and cannot be put in the lake.
- Poaching concern - limit 5 trout per day with license
- Guests have to be accompanied by a member to fish on the lake
- Fish budget - price of fish from 2021-2022 increased \$1,200
  - Board approved increase in budget

### **By-Law Violation Review Committee**

- 5 community members on committee
- Right now - if a complaint is submitted - the committee investigates the complaint, if 3 people on committee vote 'yes' it is transferred to the board - 6 votes to move forward or not

### **NEW BUSINESS**

- Committee Sign-Ups

**Set Date and Place of Next Meeting** Monday, November 20th, Bryant Hall, 7pm

### **Close Meeting (Motion to close by any Trustee)**

- **Moved:** Marni Brown                      **Second:** Jessica Pense                      **Outcome:** Passed