



# YLOA Meeting Minutes



## Yosemite Lakes Owners' Association

30250 Yosemite Springs Parkway, Coarsegold CA. 93614

Announces a meeting of the Yosemite Lakes Owners' Association Board of Directors.

Meeting Type: Regular  
Meeting Date/time: March 7, 2023 7:00-9:00 pm  
Location: Clubhouse and Virtual Meeting

### CALL TO ORDER 7:00 PM

#### 1. DIRECTOR ROLL CALL & ESTABLISHMENT OF QUORUM

Randy Sacks, President

Doug Dorsey, VP

Cheryl Bluhm, Secretary

Ken Sartain, Director

David Mahan, Director

Kathy Miller, Director

Beate Olivas, Director

Additional Attending: Jonathan Penrose, GM; Dennis Britt, Treasurer

2. **PRESIDENTS' COMMENTS:** Asked for audience members to please not interrupt.

3. **APPROVAL OF MINUTES - October 2022, November 2022 and February 2022 with changes**

4. **Member Comment:** Zoho meetings are hard to hear. Communication should be high.

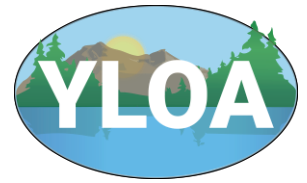
5. **FINANCIAL REPORT:** Finishing up the last of the review with the accountants. YLOA financial summary of items in yellow that would include PRP funding included. Where the forecast changed: Admin performed better than budget. Primarily expense legal, running much higher than last year. Aerobics is better than last month. Blue Heron, no adjustment, trended along with last month. Cafe trending ahead. High cost of goods. ECC doing better than budget, through most of those numbers. Most are for fines. Does not have anything else forecasted for the rest of the year. Equestrian, a little behind getting those rules adopted. People waiting to fill those stalls. Golf still runs better than increased budget for cost for goods sold and labor higher than budgeted. Maintenance better, may adjust it down. Not spending as much. Pool and Tennis ahead, reason labor allocation. Not hiring staff, incurred by the Security department, Roads, think it will continue to decline. Asphalt has increased, and has made an adjustment to that. Security pool/tennis labor. Running a little over budget. Overall, this point and time forecast ends \$33,000 better than budget.

6. **GM REPORT:** Discussion of relationship and fund transfers, as well as equity transfers between YLOA and YSPUC, should be able to complete allocation and transfers once 2022 is





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reconciled and closed out.

## 7. TREASURER REPORT

They (YLOA and YSPUC) are two separate legal entities, common to have two separate boards. I would support JP comments that the more we keep them separate and distinct, the fewer transactions back and forth the better. This month shared banked balances on a regular basis and he independently reviewed those checks for signature authorities. Depending on the dollar amount. Checks over \$10,000 pre-approved by the board and do not need to be reported to the board. Sample check review invoices and review that those checks are supported. Dennis has completed that for this month. Working with JP financial manager Kristen Thomas Financial reviews 2020 and 2021. Monitoring that process. We will be doing three, possibly four this year when other businesses only do it once. CPAs have a high standard that needs to be met before the CPA will sign off on the review. Increased in receivables. Collection program. Address the 20% past due on their assessments, double statewide issue. Address it in a comprehensive manner. Lots of financial reports review balance sheets, processes being updated and completed, ongoing financial reviews. Review operating, review reserve accounts. Reviewed then in finance. Bank reconciled, reviewed the check register. Review of past due assessments. Reviewed the monthly general ledger. Had 1 board member present. Director Olivas: Bank recon cash? Dennis Britt: yes. Director Olivas: review the reconcile: Director Sacks to Jonathan Penrose: what are doing about the reserve study renewal? 3/15/2022 Director Sartain: Are they going to do an on-site again? Jonathan Penrose: Yes, you are supposed to do one every 3 years. Director Sartain: Early were not worth the paper they were written on.

## 8. COMMITTEE REPORTS

**8.1 ECC:** Director Dorsey Presented report.

**8.2 Golf:** The scrambles are having excellent turn out and have 4 to 5 new players. Next scramble 3/18/2023.

**8.3 Equestrian - Motion, Rules:** Maintenance very happy with Beth and Whitney's Policy & Procedure mostly about the rules. Open house on 5/20. Open for storage space, panel, horse judging cancels. Rules and Wait-list. **Director Miller Motions:** *Whereas new Yosemite Lakes Equestrian Center Rules and Regulations and Wait-list have been sent out for 28-day review, Whereas the new regulations have been written and adapted with input from the equestrians, YLOA Board members and staff, Therefore, I motion that the YLPEC Rules and Regulations and Wait-list that were approved for 28-review of the members at the February 2023 Board meeting be adopted as the new YLPEC Rules and Regulations and Wait-list.*

**Motion passes (7-0)**

**8.4 Engineering & Planning:** Steven Brannon stated that ADA contractors started that design site survey with draftsman Ken: Working on signing a contract to do a site of building and parking lot area. Have that available proper site that is detailed with accurate details on it. Clubhouse work to do and parking lot regarding ADA compliance. Survey of the property. Jones and Snyder. Get us a proposal.





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**Pizza Kitchen:** Pizza Oven/Kitchen making facility not operable for 6 months back and forth with the County. About what we can do to get the structure conforming and with the health department to conform to standards. No health department permit and not building permit structure. In late 2018 we got the idea from Chef Dave pizza oven which he did. Building the oven gas lines and plumbing, no need for the oven to be permitted. Then Ken came in and talked to Dave about putting a cover to go over the top of the pizza kitchen. Long process because it was volunteers, people put in money he himself put \$2,000 of his own money. Have made money. Was really popular. Got in touch with a couple of structural engineers. Ken Sartain is an engineer. Supported on its own structure itself. Take it all a part, dig a new foundation, rebuild the whole and then we still would not comply. Fully enclosed happen. Dilemma, not sure what to do. Can cost quite a bit of money to fix it. He doesn't know what to do. Some people in the community beat the dead horse.

Steve: Ken did put a lot of work into this. Deck does not meet ADA requirements. Concrete structure. We can do what needs to happen; it's about the path we want to happen. No place to get a handicapped person onto the back deck. When he built it, it was built to come apart. Ken takes full responsibility Inspector came out and was asked if we need a permit for this, said no. Crystal Cave is not making a lot of progress unfortunately. Propose to sit down with Jonathan Penrose, Ken Sartain, Gary B. and JT, before moving onto Glacier Hydrants: Problem to do the work, down to 5 people. Have completed the height requirements, just need the manpower to install.

**8.5 Finance:** Meet and discuss signatures. It was an oversight. Did review checks. Scan did not catch a signature. Equity transfer. That would be good for us then YSPUC to use that money to get things done. JP: thoughts he will present to the board.

**8.6 Governing docs:** 2/27/23 all met. Great team, review the request for records instructions brought up to current laws and repeated instructions. Time frames. Mailing of the contact information list. Annual packet to be mailed May 20. 2023 review for accuracy before mailing. Tabled until next month. Director reference GM job description or review system. Next meeting 3/27/23.

**8.7 Trails & Rec:** 3/7/23 white paint on the walkway bridge, re-inspection blue heron for storm damage. No community hikes but will notify William if. Revis ridge trail. Pictures of the crack gazebo. Sent to the engineering committee. Splits in the wood. Jim firebreak down loop to ridge trail. Add it to our Revis ridge complex. 978 Northern is not on the easement. 5/ 7/21 is different from what was detailed. The committee will need to realign. Metal signs stating private property stay on the trail, hike at your own risk. Need 4 signs for sure. Homeowner was pleased that they were working on these trails. In compliance with our governing docs that the trail is on the easement. Party in the Park, helping with the activities.

**8.8 DASH:** 9/9/23 safety fair letters to vendors to be sent out.

8.8.1 Fire Safety Task Force - Motion Rules: Director Bluhm motion to approve 12.6.2022 Motion: Seconded by Director Dorsey **Motion Passes:**  
(7-0)

**8.9 Communications:** fillable forms, submit forms online. Need assistance putting the





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committee charters on the website. One of the signs was the hiking sign. Welcome guide updated and printed by 5/1/23 for the new welcome packets and will be available online. 4/6/23 10 am Olivas: Agenda ambassadors on the agenda. How are they selected? Who are they? letter? Welcome letter that in use, sentence added there are YLP ambassadors. They would be volunteers from the community to answer questions: didn't have anything formal reach out for additional volunteers. Miller: Board has a copy of what is being communicated to the board. What the ambassadors will communicate. 4/6/23 10 am in the morning. If they do not have the answer they will not answer. YLOA.org website goes back to 2018. Archived: All minutes are in the office.

**8.10 Election:** Election timeline is posted on the Pro-Elections website for homeowners to review. Call for Candidates to go out 3/24/23. Need to request additional funds for the candidate qualifications to be sent out. Director Bluhm motioned for a NTE amount of \$1,500. Director Miller seconded. **Motion passed: (7-0)**

## **Motion to extend meeting 20 minutes at 8:52 PM (7-0)**

### **9. UNFINISHED BUSINESS**

- 9.1 CPA Reviews Update: Covered in GM report and Treasurer Report
- 9.2 Pizza Kitchen Update: Covered during Engineering Committee Report
- 9.3 PRP Update: Covered during Engineering Committee Report
- 9.4 Erosion Control: Director Dorsey asked Director Bluhm for the Madera County Public Works contact name.

### **10. NEW BUSINESS**

10.1 Private Contracted Events: Director Bluhm requested private event contracts and how much money we make or lose on these events. General Manager, Jonathan Penrose stated that yes, we do make money, specifics, time to pull the details, dollars and tie that out to costs. Tend to do memorial services, generally accommodating, weddings. Director Miller: Outside food allowed? Jonathan Penrose: In general, has to be provided by the Blue Heron. Revenue makes \$60K to \$90K yearly.

10.2 Fire Station: Director Bluhm stated that the Fire Station contract with the County included that Madera County would pay for the taxes and the General Manager Jonathan Penrose said he will look into how we can clarify that with Madera County and collect those taxes potentially.

10.3 Directors Insurance: Director Bluhm requested a copy of the E&O Insurance for all Directors. Asked if Committee Members are covered. General Manager Jonathan Penrose provided Director Bluhm with a copy.

10.4 Easter Egg Hunt: **Director Miller Motion:**

Whereas the Ladies of the Lakes has asked the Yosemite Lakes Owners Association to participate in donating \$300 toward sponsorship of the annual Easter Egg Hunt. Whereas the annual Easter Egg Hunt has brought joy to many children of





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Yosemite Lakes Park over the years, Therefore I motion that Yosemite Lakes Owners Association donate \$300.00 to the Ladies of the Lakes in contribution toward the annual Easter Egg Hunt. Director Bluhm seconded **Motion passed (7-0)** Director Olivas challenged YLOA Director to donate and she donated \$100, Director Bluhm, Director Mahan, Director Miller and Director Miller all donated \$50 each.

## 11. CONSIDERATIONS OF YSPUC PROPOSALS TO YLOA

### 12. Lien Resolutions

### 13. PRIOR EXECUTIVE MEETING

February 14, 2023 - Personnel

#### **DIRECTOR'S COMMENTS:**

Director Mahan mentioned how homeowners should be wearing reflective gear.

Director Olivas: Reminder that the Annual Budget Meeting is April 22, 2023 at 10:00 pm and continued, if necessary, April 25, 2023 at 2:00 pm.

Director Miller: YLOA Board Meeting will be April 11, 2023

**Adjourn to executive session 9:14 pm**





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## **FIRE SAFETY TASK FORCE: RULE CHANGE AND FINE – MOTION 12.6.2022:**

**I motion that the Yosemite Lakes Owners Association (YLOA) approve the Fire Safety Task Force’s “Vegetation Management For Fire Prevention” Rule Change and Fines Structure for notification to YLOA membership for general review for 28-days (Civil Code § 4360, Section 4045)**

**WHEREAS thereafter the YLOA Board of Directors will review and vote on rule and fine charge per Civil Code § 4340 (“Operating Rule”) and Civil Code § 4355 (Application of Rulemaking Procedures).**

**WHEREAS, to encourage compliance with the Fire Safety Rule, regarding weed abatement and for the safety of the residents of Yosemite Lakes Park and the entire community, I motion the following proposed rule change and fine structure:**

**All lots, whether occupied or unoccupied, shall at all times be managed for fire prevention:**

1. Vacant lots shall have a strip of land 30 feet wide from each property line and street frontage cleared of weeds (Madera County Code of Ordinance, Title 7 Health and Sanitation, Section 7.26.030) and dead woody debris throughout the fire season.
2. All lots with homes or other structures shall also have defensible space around each structure of 100 feet (or to the property line, whichever is closer), as per California Public Resources Code 4291 and Assembly Bill 3074. Also, street frontage must be cleared 30 feet from edge of curb.

**Weed abatement and other appropriate hazard fuel reduction should be in place by June 1<sup>st</sup> of each year and be maintained throughout the year as needed for as long as the threat of fire persists.**

### **Violations/Result**

1. Failure to comply with required vegetation management:
  - Letter of non-compliance and steps for remedial action.
  - Notification to Madera County Public Code Enforcement and State of California Department of Forestry and Fire Protection.
  - Notice of intent to fine.

### **Fines**

1. \$250.00 initial fine if not remedied by the deadline given in the letter of non-compliance.
2. \$50.00 per day thereafter until compliance is evidenced.
3. \$500.00 fine for second offense.
4. \$100.00 per day thereafter until compliance is evidenced.

