



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

**DLPOA BOARD MEETING MINUTES**  
**SEPTEMBER 4, 2024 – COMMUNITY CENTER**

**ATTENDEES:**

**BOARD:** BABAK FARROKH-SIAR, KAREENA DONG, JACK MCNAMARA & ADAM BUCKMAN & CHRISSY MEISTERHEIM

**ATTENDEES:** JACK L(35 BUCKSKIN LANE), A.J. POULIN

**Approve Prior Meeting Minutes** – The August Board meeting minutes were approved by Jack & Kareena.

**Meeting called to order at 7:33pm**

**1. Treasurer's Report:**

- Beginning Balance \$76,292 and Current Balance \$75,878.
- \$1,030 on deposit and had various withdrawals/reimbursements.
- HOA and Non-Resident dues are coming in and Memorial Day and 4<sup>th</sup> of July and expenses.

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

- Recap / Events Coming Up
  - Summer BBQ Details
    - September 21<sup>st</sup> has been slated for Summer BBQ.
      - Smoke Show will be cooking ALL the food and sides.
      - Bands/Music to be enjoyed.
      - Face painter for kids
      - \$60 Adult, \$30 for kids 18 and under. Under 5yrs free.
      - Budget is \$10k for Summer BBQ event in line with last year. Motion to approve budget. 1<sup>st</sup> Adam 2<sup>nd</sup> Jack.
- Capital Improvements
  - Chrissy/Julie:
    - Front Entrance update:
      - Redesign needed to be approved by City. Current status is the city will approve and about a month or two until we break ground. Project to be completed by Finley's and City Council meeting to be held on Aug 20<sup>th</sup>. Finley's has also quoted and will do the landscape maintenance. To be approved during next board meeting.
- Board Member Seats
  - Babak to discuss upcoming Board member openings with past presidents.

**Committee Reports:**

- Security/Safety:
  - Hawke's residence had an incident with an uninvited individual on property.
  - Brick through a window at 1 Dapplegray Lane.

- Board will reach out to Lomita Police Department for assistance with Halloween traffic and trick-or-treaters.
- Ring Committee
  - No updates currently
- Architectural Committee
  - No updates currently
- Trail Committee
  - Behind Khorey's residence RHCC will trim tree for free and will be done during next round of maintenance.
    - Babak to email Khorey's to let them know.
  - Dave Shaw will provide crew and materials to help address the trail conditions behind the Meisterheim's residence.
  - 62 Strawberry Lane –
    - Need to contact Waste Management to indicate owner/renter did not get permission to place manure bin on DLPOA property.
    - Jack to draft note/email to renter of 62 Strawberry Lane informing them they are not allowed to place dumpster on DLPOA property.
    - Boarder has been placing large amounts of bagged manure near the riding ring. The dumpster for 62 Strawberry Lane is currently on DLPOA riding ring property. Waste Management has been notified that the DLPOA has not given authorization for the dumpster to be on DLPOA property. Waste Management will remove the dumpster and return it to the property at 62 Strawberry Lane. If issues persist DLPOA will notify the property owner that they cannot use DLPOA property for their dumpster storage or access.
  - Trail maintenance- Jack McNamara inspected several areas of trail with Mike Goldsmith. Mike has been helping come up with a plan to address a few areas.
    - The most critical are:
      - 1) The trail left at the cul-de-sac at the end of Dapplegray. Mike Goldsmith to help and add dirt.
      - 2) The trail behind the Persichina's/Meisterheim's. See above that Dave Shaw to help address.
      - 3) The trail next to 77 Dapplegray. The general plan is to fill these heavily eroded areas with as much soil as possible to build them back up before the rainy season comes again. Mike Goldsmith to help address.
  - Trail by Buckskin and Ault's residence
    - AJ to provide bid for DG and dirt for Board approval.
- Welcome Wagon Committee
  - Future Welcome Wagon may include 20 Sorrel and 66 Buckskin
- Membership Committee
  - 50% HOA dues collected based on residents. Kareena to send email reminder to be sent out to residents.
  - Suggestion: QR Code to be sent via Hoofbeats, DLPOA Facebook page and email to help with HOA dues.
- Events Committee:
  - Summer BBQ as mentioned is slated for September 21<sup>st</sup>.
- Communication Committee:

- One open interview still need to be completed for new residents on Buckskin. Adam Buckman is working on trying to get them accomplished.

Next Meeting – October 2<sup>nd</sup>, 7:30pm (Community Center)

End of Year Meeting November 6<sup>th</sup>, 7pm (City Hall)

**Adjournment** – 8:18pm

## **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

### **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
- 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