

**FOREST LAKE PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES  
April 13, 2024**

**I. CALL TO ORDER**

Daniel LeFevre/President called the meeting of the Forest Lake Property Owners Association ("FLPOA") Directors to order at 9:00 a.m.

**II. ROLL CALL**

Board Members Present: Daniel LeFevre ("LeFevre"), James Kelly ("Kelly"), Tracy Reitzloff ("Reitzloff"), Gene Ross ("Ross"), Vito Manzella ("Manzella") (remotely), Debra Wojie ("Wojie"), Pat Gordon ("Gordon"), Matthew Winberg ("Winberg")  
Board Members Absent: Ron Swagman ("Swagman")

**III. REVIEW OF PREVIOUS MEETING MINUTES**

**Moved by Ross, seconded by Wojie, motion carried to approve the March 9, 2024 Meeting Minutes as presented.**

**Voting Yes: LeFevre, Kelly, Reitzloff, Ross, Manzella, Wojie, Gordon, Winberg**  
**Voting No: None**

**IV. DIRECTOR REPORTS**

**A. Legal, Lake Ecology, Fish Stocking, Insurance (Swagman)** – Kelly, Insurance/Clubhouse, would waiver cover burning it down, should rider requirement be raised to \$500,000.00. Review with the insurance agent as to what would be recommended.

**B. Campground, Office, Activities (Kelly)** – Campground officially opens May 1, 2024, and camping rates were increased. Due to budget restrictions discussion as to office/staff and employee hours.

Review Draft Proposed Budget, \$35,000.00 loss last year, bringing us to a loss of \$59,000.00. Capital expenditures are expected in the near future. Will have to withdraw from savings to balance the budget. We are currently operating at a loss. Discussion to reintroduce a new dues increase proposal in July with a lower increase. Discussion as to proposed operating cuts/additional charges (i.e., closing clubhouse, employee hours/positions, reduced office hours, trash hours, burn pile hours/possible charges).

**C. Parks and Recreation, Docks (Reitzloff)** – Receiving completed Park Surveys, thank you to those who completed, the information will be very helpful as to the future of our parks. A Parks Survey summary will be drafted. Working with maintenance as to parks maintenance and a Parks Committee is also working with maintenance to hold a volunteer based Parks clean-up day in June. Will post date and tasks.

Reviewing/revising the dock rental agreement for 2025 season.

**D. Maintenance (Ross)** – Thank you Custom Engineering Heating & Cooling/Kyle Johnson for donating and installing a new furnace/air conditioner in the office free of charge. When the Clubhouse lost power, Kevin Laflente replaced the service box at the Clubhouse at no charge to Forest Lake. Thank you Kevin.

**E. Security, Communications (Manzella)** - Discussion as to conversation with disgruntled property owner.

**F. Refuse, Merchandise (Wojie)** – Merchandise, ordered beach towels, a few t-shirts. Have made \$2,998.00 in sales. Reminder to manage dumpsters closing date or extra charges incur. Received questions on storage rate increase, maintenance gone up in the area. Wojie asks if Hammertyme is still using the campground. Response: Hammertyme repairs/performs service in exchange for storage area/campground space (has performed free of charge work on roads, washout areas, etc.).

**G. Liens and Foreclosure (Winberg)** - Liens have been placed, more letters will go out. Discuss options with Association attorney. Discussion as to contracting with a collection agency for all delinquent dues/special assessment amounts.

**H. Clubhouse, Storage Area (Gordon)** – Revised Facilities Agreement, added \$25.00 deduction from security deposit if in use past contracted time. Called surrounding facilities (daily rentals): Knights of Columbus - \$1400-\$1600; Ogemaw Township Hall - \$125.00; Riverwalk - \$1250; Flying Pig - \$4700 plus deposit. Non-members pay more to rent our Clubhouse. Those not in good standing will non-member clubhouse rental rates. Wojie suggests adding a Certificate of Liability. Gordon states some facilities also include liability insurance in rental cost.

Increased annual storage rates \$25.00 making the annual rate \$75.00. Receiving mixed reviews (too expensive/too cheap). Looking to update storage area with extra gravel or something, spread out to reduce water pooling, etc. and organizational color coding of areas.

**Moved by LeFevre, seconded by Ross, motion carried to approve the March 9, 2024, Presidential action increasing the storage fee cost by \$25.00, making the annual storage fee \$75.00.**

**Voting Yes: LeFevre, Kelly, Reitzloff, Ross, Manzella, Wojie, Gordon, Winberg**

**Voting No: None**

**Absent: Swagman**

**I. Dam Safety (LeFevre)** – Refers to Spillway Alternative Design document. Conversion from concrete walls to steel walls approved with a savings of approximately \$950,000.00. Awaiting Phase 2 permit. From an engineering standpoint, it was explained steel construction is safer and more efficient, all parties agreed. Discussion as to Forest Lake property dam maintenance responsibility.

- i. Invoices:
- ii. Temporary spoils storage
- iii. Spillway report

## **VI. NEW BUSINESS**

### **A. Annual Dues Plan.**

**i. Review total votes received:** 2024 Dues Increase/Final Vote Update: We received 1342 votes total with 763 (56.86%) in favor of a dues increase and 579 against an increase. These numbers also include the proxy votes. While the vote fell short of the 66.7% needed to pass, the numbers clearly show that a majority of the residents are in favor of a dues increase. The Board will regroup, strategize and move forward with a modified plan more in line with what everyone is looking for. In the meantime, we will adjust Association services and reduce costs to remain within budget while not overspending.

Please also be aware that we have a "liens and foreclosure" initiative, and we are making good progress pursuing the collection of all past due dues/special assessment payments and placing liens on those who do not comply. This Board is not relenting to those who do not pay their obligation(s).

Many helpful comments were received by some voters with the most common being : 1. too much of an increase at once; 2. no increase until the spillway is completed, 3. raise rental fees for storage, campground, etc.; 4. collect delinquent dues/SAD.

### **ii. Next steps**

Next dues increase proposal/vote: It is our intent to structure a plan in time for the July Annual Meeting using the feedback received from the membership, to come up with a workable increase.

The following Board nominations were received, acceptance letters will go out: Mary LeFevre, Dave Exner, Cathay Kuba-Brown, Pat Gordon, Matt Winberg, Don Whitmire, Janette Gedeon Zajechowski, Phil Cole, Ilene Smith, Mike Woloson

### **B. FLPOA Board of Director Terms (for reference only)**

- i. Expiring 7/2024: Swagman, Wojie, LeFevre, Gordon and Winberg.**
- ii. Expiring 7/2025: Reitzloff, Manzella**
- iii. Expiring 7/2026: Ross and Kelly**
- iv. BOD Nominations for 2024 Annual Meeting open from 4/1/2024 – 4/14/2024**
- v. BOD Nominees must accept by 5/1/2024**

## **VII. SCHEDULE OF UPCOMING MEETINGS:**

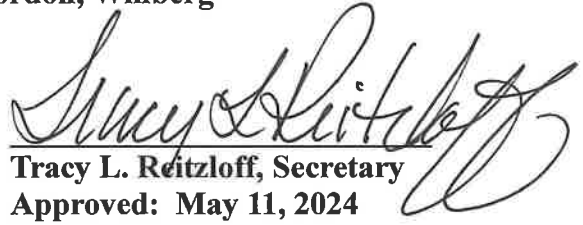
- a. May 11, 2024 at 9:00 a.m. (open to all members)
- b. June 8, 2024 at 9:00 a.m.
- c. July 13, 2024 at 9:00 a.m. (Annual Meeting)
- d. July 2024, newly elected Board organization meeting (TBD)

**VII. ADJOURNMENT**

**Moved by Kelly, seconded by Wojie, motion carried to adjourn the April 13, 2024 meeting at 10:41 a.m..**

**Voting Yes: LeFevre, Kelly, Reitzloff, Ross, Wojie, Gordon, Winberg**

**Voting No: None**

  
**Tracy L. Reitzloff, Secretary**  
**Approved: May 11, 2024**

## Forest Lake Board Report 4-13-2024

D. Wojie

### **Merchandise:**

I completed a physical inventory of all the merchandise in February.

I will be purchasing some beach towels, toddler t-shirts, and adult t-shirts for the Memorials Craft show and the Ox Roast. As of March 31, 2024 merchandise has netted \$2,989.15

I will be posting on Facebook this week to find volunteers to sell merchandise at the Memorial weekend craft show.

### **Refuse:**

I will be opening the 2 dumpsters near the campground on May 1<sup>st</sup> with the first pick up the following week. I will open the 2 dumpsters in the trash area for Memorial weekend and have them dumped the following week.

Whoever takes over trash needs to be mindful of the fall closing date. To get the trash dumped in November last year it cost \$380. The current camping contract is May 1<sup>st</sup> to October 15<sup>th</sup>.

As of March 31, 2024 the trash area has netted \$5,082.91

### **Comments and Questions:**

I had a couple of people asking about the costs going up in the storage area. They asked why costs have gone up without any improvements or changes made in the area. They also referred to Hammer Tyme storing items in there and wanted to know what they pay and are they FLPOA members? I told them I would ask. When I spoke with Pat, she said the rate hike was approved by a vote after our last open meeting and she knows nothing about the Hammer Tyme items being stored. I understand the costs of maintaining the area have gone up and our storage rates are low compared to other places.

Is Hammer Tyme still seasonal camping in the campground? Did they ever buy a lot to continue to camp there?

Lots of questions about the new assessment costs. People with one empty lot will probably dump them if the costs don't come way down.



FOREST LAKE

*Lake Level*

# Forest Lake

LAKE LEVEL RESTORATION PROJECT  
SPILLWAY ALTERNATIVE DESIGN

# Agenda

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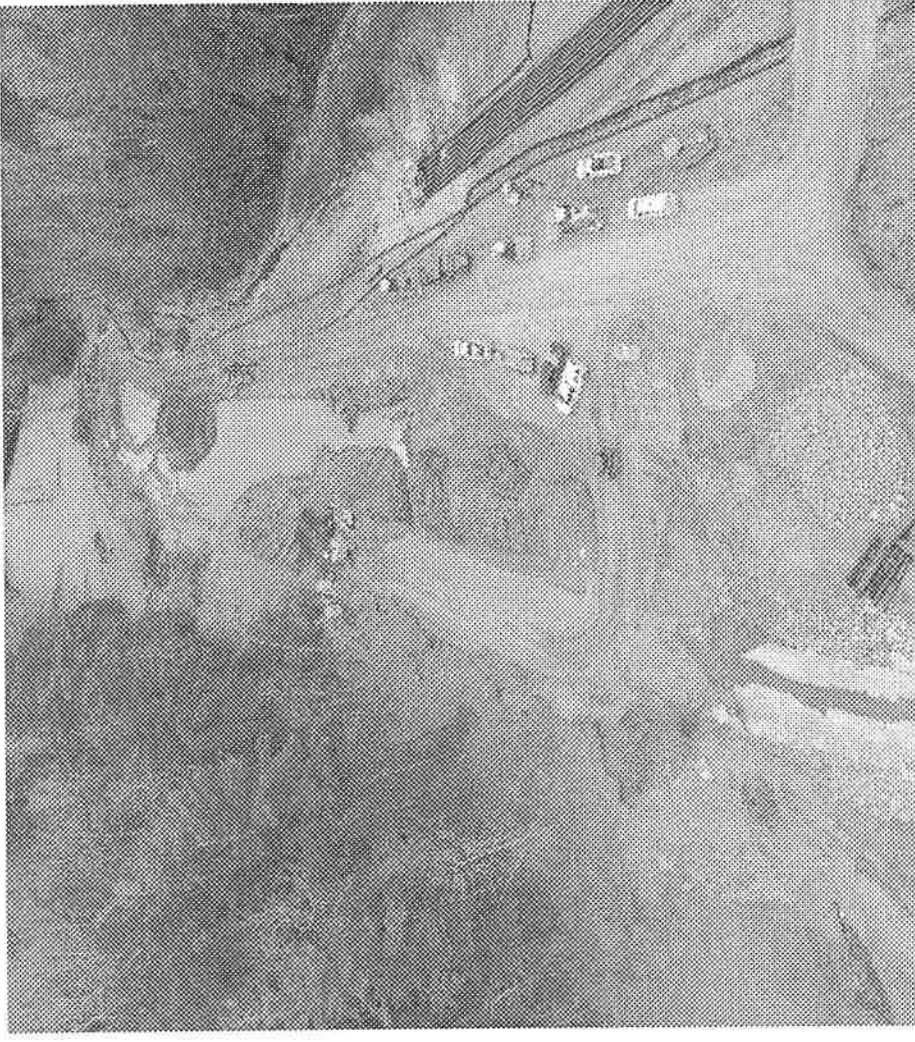
- Progress Update
  - Phase I – Downstream Stabilization
  - Phase II – Spillway
- Phase II Stabilization – Spillway Alternative Design
- Timeline
- Questions



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# Phase I – Downstream Stabilization

- Under Construction
  - Laydown area/access complete
  - Concrete spillway removed
  - Channel partially excavated
  - Storm sewer installation began
- Work anticipated to be completed at end of May 2024



Phase I – Looking Southeast, April 4<sup>th</sup>, 2024



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## Phase II – Spillway Stabilization

- EGLE permit under review, public notice period complete, pending issue for construction documents.
- Seepage/Slope stability analysis complete
- Project bidding complete
  - Fisher Bid - \$8,152,087.00
- Anticipated construction completion in Spring 2025



Phase I – Concrete Removal

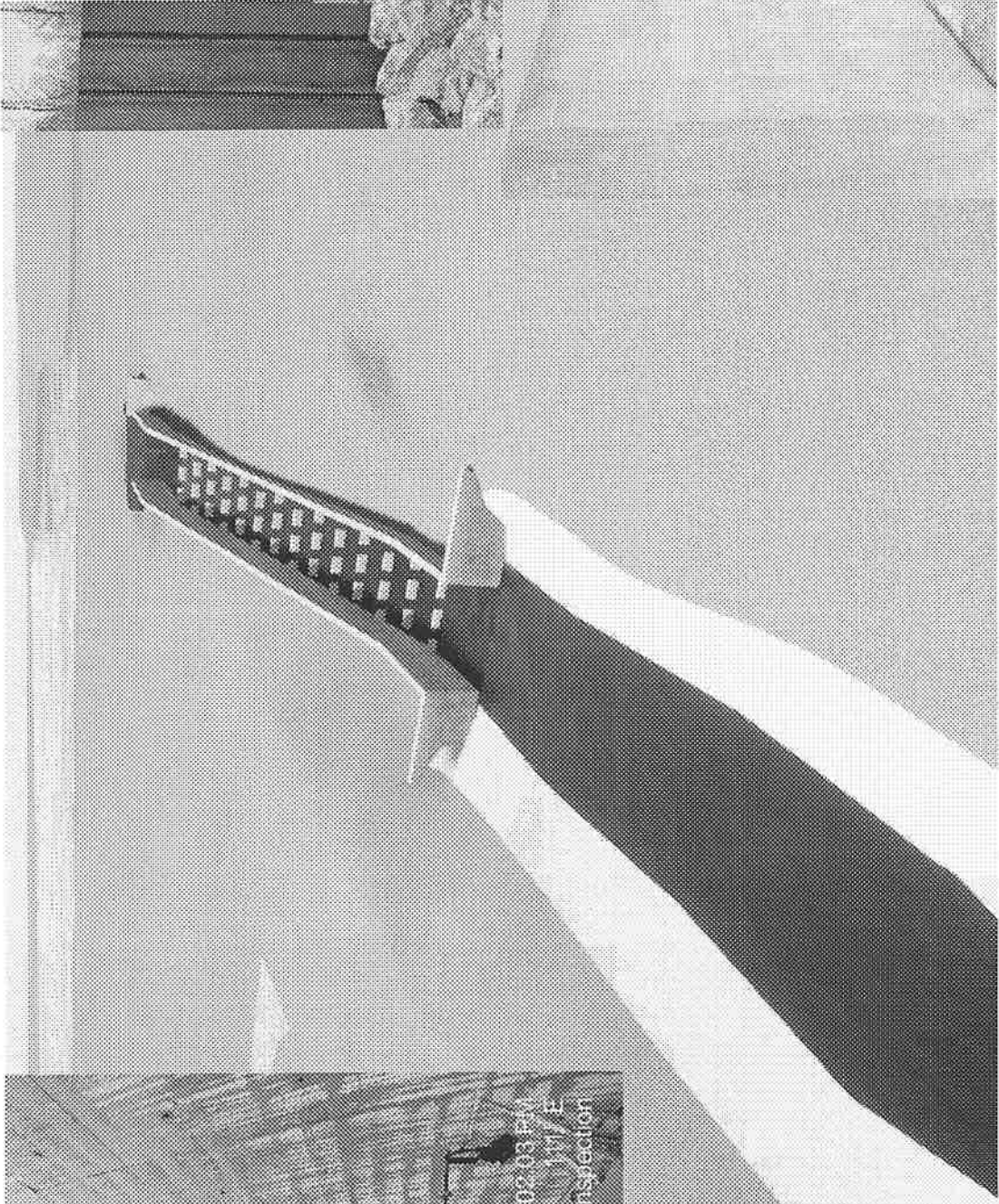
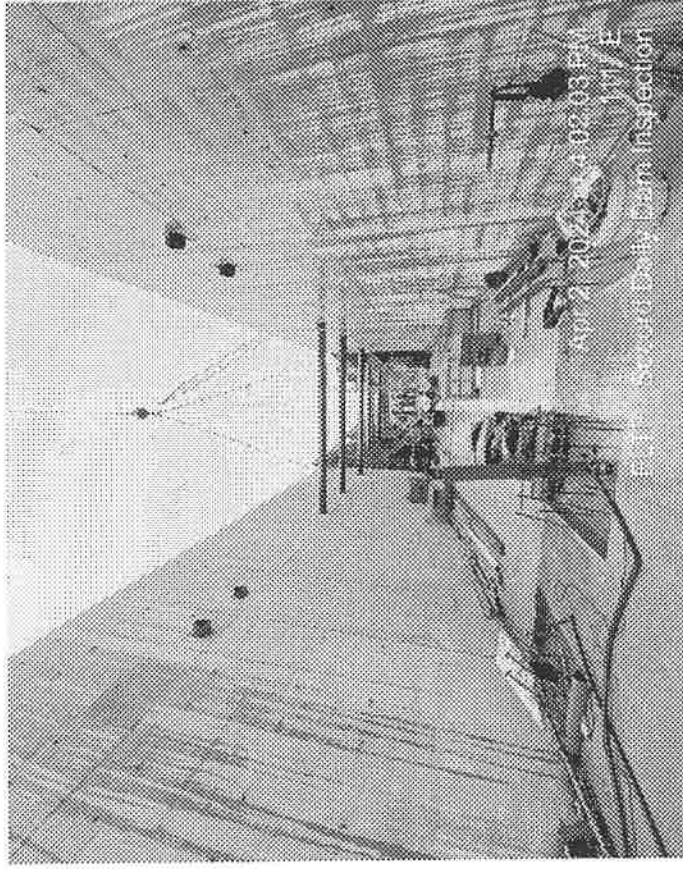


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# Phase II – Spillway Stabilization Alternative Design

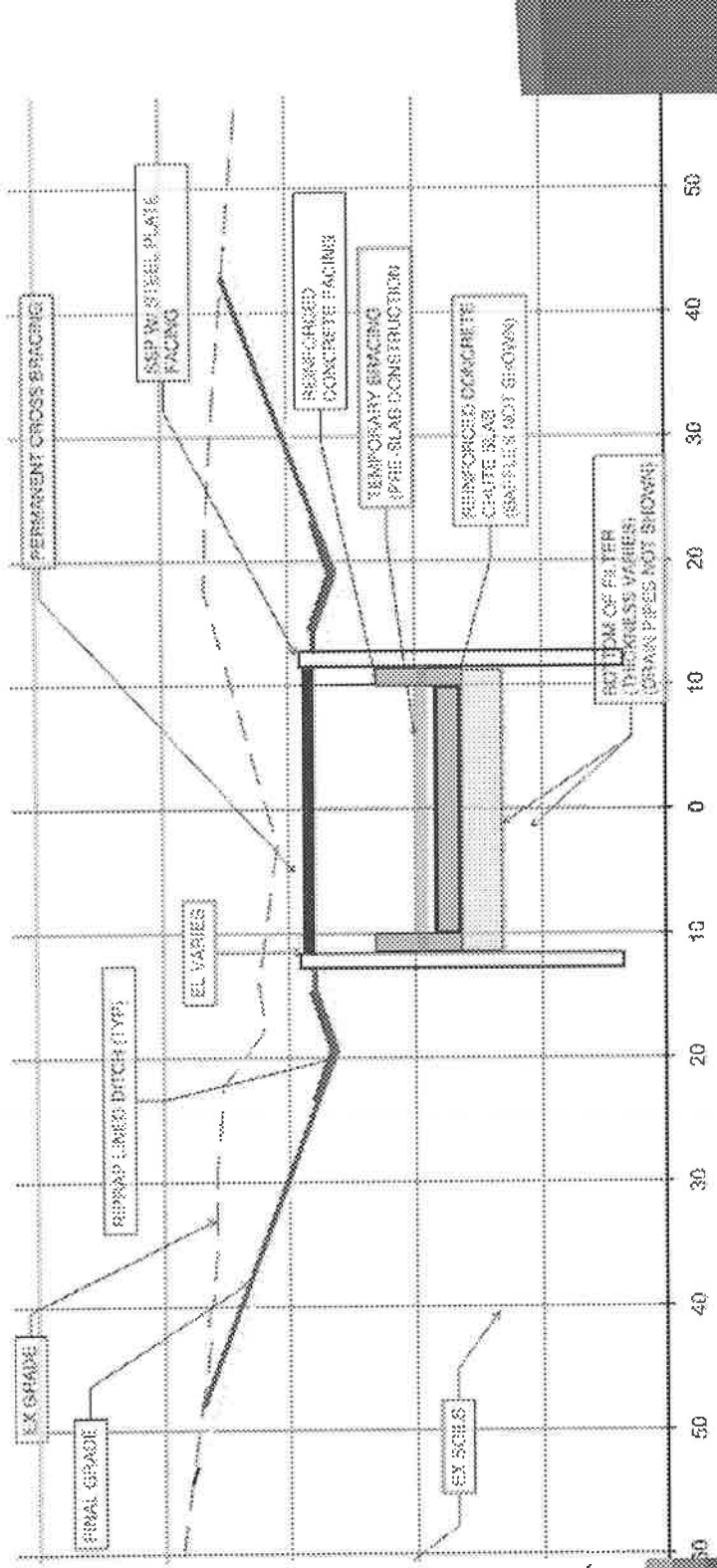
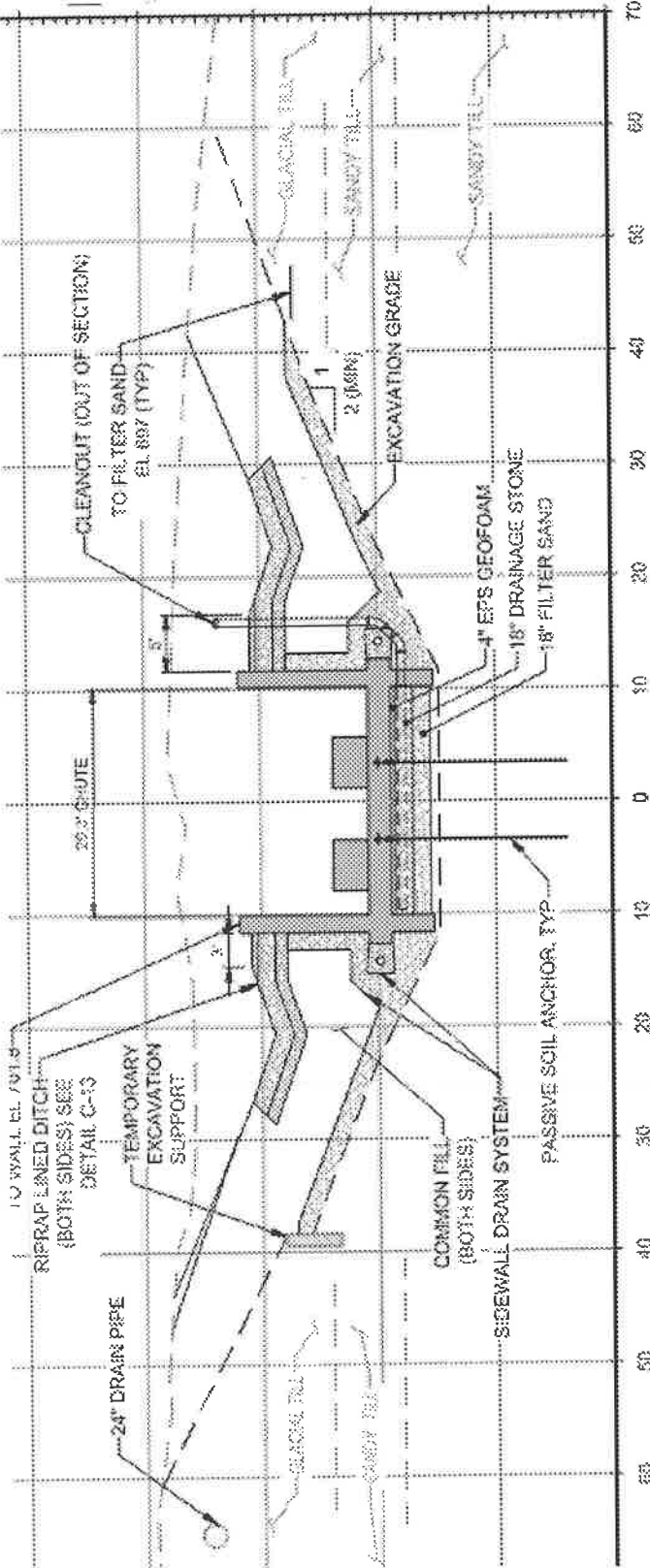
- Converting from Concrete Walls to Steel Walls - Potential ~ \$950,000







# Phase I



ARREST COUNTY FOREST

# Phase II – Spillway Stabilization Alternative Design

- Potential \$950,000 savings (less \$54,000 in engineering design)
- Risk Reduction – associated with less excavation and exposure to seepage.
- Schedule Savings - potential for ~1 month
- Maintenance Comparison – Equivalent Cost
  - Repairs may be needed sooner or more frequently on the steel. However, repairs are anticipated to be easier and less expensive.
- Aesthetics - Steel walls will contrast with concrete slab. Concrete will likely show staining from the weathering steel.



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## Work Completed/Next Steps

1. File Petition to Amend Lake Level Order
2. Hold Court Hearing – **Held September 29, 2023**
3. Phase I – DS Stabilization Site Cleanup and Stream Restoration ·  
**completion May 2024**
4. Phase II – Spillway Project Bidding – **Completed February 2024**
5. Finalize Engineering of Dam Improvement Project – **May 2024**
6. Prepare Special Assessment Roll and Computation of Costs – **Co  
March 2024**
7. Hold Special Assessment Hearing – **April 18, 2024**
8. County Board Approves Assessments and Costs – **April 23, 2024**
9. Prepayments - **Due by May 14, 2024**
10. Financing - **May & June**
11. Construction – **June 2024 through Spring 2025**



# Questions?



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