

seashore news



NOVEMBER 1996

Issue 278

Published monthly by the Niguel Shores Community Association



FROM THE HELM

Previously the Board reported that we would start resurfacing the streets on the South side of Selva. It turned out that the contractors bidding on the job left out a street, and that additionally our people had taken square footage measurements of these streets and were in disagreement with the contractor's numbers. This should be straightened out by the time you receive this newsletter, and hopefully we can get started.

ROOFS -- This has been discussed before, but I believe it bears repeating. The Community is at an age when a considerable

number of roofs need replacement. It is important to obtain a permit from the City of Dana Point and to obtain architectural approval from the Association's Architectural Committee. This seems rather routine, and it is. However, some don't seek approval and find out after the fact that the material they have chosen is not a material approved within the Community. At this point, it is expensive to rectify. The City of Dana Point looks for these jobs that have not been permitted, and then they tag the job and require a permit after the fact. The procedure within the Shores is not complicated if you are using approved materials; better to find out sooner than later. Check with the Association office to implement this approval.

Don Ellis, President NSCA Board

**NEXT NSCA BOARD MEETING FOR
COMMITTEE REPORTS**

Wednesday, November 20, 1996

7:30 p.m.

*** * * ***

BOARD ACTIONS FOR OCTOBER

- ✓ After reviewing bids from two insurance agents, chose to accept the recommendations provided by Glenn Robinson, RobCo Insurance Service. The Finance Committee contacted three insurance agents, with two responding. The total approximate cost will be \$35,679.
- ✓ Authorized staff to have After School Recreation Director to use liability waiver forms for all kids that participate.
- ✓ Authorized staff to hire California Civil, Inc. to perform a survey of the property line between NSCA and the Ritz-Carlton Hotel.
- ✓ Agreed to reimburse a Sea Terrace II homeowner \$950 for digging up main sewer line to home and making repair, provided staff is present at time work commences and staff verifies the cause of the problem is directly related to a tree or shrub in the landscape easement area.
- ✓ Authorized staff to purchase a computer for the part-time Administrative Assistant, provided cost does not exceed \$1500.
- ✓ After reviewing two bids, authorized staff to contract with M&K Masonry to install a six-inch thick concrete slab, with re-bar, on the beach bluff in the area around the concrete benches and picnic tables. Total cost for the project - \$6,410. The slab is a requirement of the State's reclaimed water use rules, as enforced by South Coast Water District.
- ✓ Reviewed revised bid from Commercial Fence and Iron Works with changes requested by Board and accepted new cost of \$2,023. They are constructing new gates for beach parking lot road.
- ✓ Appointed Jerry Moon to the Traffic & Safety Committee.
- ✓ Authorized staff to contract with Dove Companies for an inspection of the locker room remodel work, provided cost does not exceed \$1,000.
- ✓ After reviewing four bids for printing of new homeowner vehicle decals, Board authorized staff to accept bid from either Dalco or B&S Screen Printers for 5000 decals. Cost will be approximately \$1,000.
- ✓ Authorized staff to reimburse homeowner's guest \$74.87 for damage to tire at Breakers Isle gate.

- ✓ After seeing presentation by City staff on the three sidewalk alternatives for the west side of Pacific Coast Highway, the Board voted to support the third alternative. This plan is for a sidewalk that is five feet wide which meanders within the eight foot public easement. There will be multiple three-foot wide landscape pockets to screen the view of the sidewalk.
- ✓ Appointed the following homeowners to serve on an Ad-Hoc Committee to make recommendations to the Board of Directors on Rules and Regulations, contracting and contract management: Peter Rask (Chair), John Hall, Dick MacKaig and Grover Brown, with Jerry Milner as the Board Liaison.

LANDSCAPE COMMITTEE UPDATE

The Committee has decided to complete two additional projects in 1996:

- ✓ 15 gallon size Tipuana Tipu trees will be added along Mercator Isle and Nauticus Isle. The trees will be along the upslope side of the streets, approximately four feet back of curb. These trees are one of the fastest growing that can be planted.
- ✓ The corner of Stonehill @ Niguel Road will be improved with the planting of a 36" box Coral tree, after the acacia is cut back. The tree will be located approximately ten feet up the slope face. The acacia will be cut back in a fan shape. Flax will be planted as a buffer, just below the remaining acacia, with red Bougainvillea planted on the open slope face, in and around the new Coral tree. On the flat portion of space, below the slope, Daylily's will be planted in mass.

The Committee has looked at the issue of view blockage from the new Coral tree and they do not believe the tree, at maturity, will pose a problem.

It is believed that these projects will be completed in early to mid-November.



STARTING WITH THIS ISSUE The Shores Blotter will be a regular feature of the Seashore News.

THE SHORES BLOTTER
 Reports from Securtec patrols for the past month in Niguel Shores assembled by the Traffic and Safety Committee.

Sun. 9/1 9:40pm: Juveniles reported drinking at wooden structure between Sextant and Flying Jib; when patrol arrived they found beer cans only.
10:10pm: Observed three individuals climb over beach wall near Breakers Isle.
10:20pm: Vehicle reported as part of above group was located. The occupants were in on a pass and left the community.

Mon. 9/2 2:15pm: Several males on beach lot drinking and throwing beer caps; two males, both trespassers, departed when requested.

Tues. 9/3 6:30pm: Woman screaming near Vista D'Onde; unable to locate.

Wed. 9/11 7:50pm: A male drove by Verrazanno Bay shouting to a young resident "I'm gonna get you" and continued leaving via the Ports of Call gate.

Thurs. 9/12 Midnight: Two males on beach parking lot; left area when requested.

Sat. 9/14 6:35pm: On Spinnaker, two males wearing baggy pants, yelling obscenities at female resident.

Sun. 9/15 1:00am: Cement trash container in beach parking lot vandalized and thrown into drain gutter below. Broken pieces of cement slabs were near benches. The bench was also damaged; three males are suspected.

Mon. 9/16 12:45am: Two males attempting to enter the second story window of a residence on Crossjack; they were frightened by a neighbor who spotted them with his flashlight.
7:00pm: On Via Capri, away for the week-end, a resident returned to find her rear slider open and chairs out of place. No reported loss.

Fri. 9/20 9:15pm: Juveniles throwing objects from the Niguel Shores bridge onto vehicles on PCH striking one resident's vehicle.

Sat. 9/21 10:50pm: Juveniles drinking and creating a disturbance; one male observed to be nude on Manta Court.

Mon. 9/23 6:20pm: Juvenile spitting "lugies" from over bridge onto vehicles on PCH. When told he could cause injury or even be arrested, he said he didn't care.

Tues. 9/24 10:05pm: Two male trespassers drinking beer at beach benches. Patrol requested they clean up their debris and leave; they complied.

Thurs. 9/26 7:00pm: Two large teenagers swinging on infant swings causing damage to equipment and testing it to its limits.

Fri. 9/27 9:30pm: Three juveniles on beach parking lot, all non-residents. Left area as requested.

Sat. 9/28 10:13pm: Burglary of residence on Verrazanno Bay; entry made through rear glass slider door; drawers ransacked; jewelry and credit cards taken.

STREET SWEEPING SCHEDULE

The scheduled date for street sweeping this month is **Monday, November 4**. You are requested to have your vehicles off the streets and out of the parking bays. This will allow the sweeper to do a better job.

Letters are welcome and limited to 200 words, typed if possible. Include name, address and phone number of writer. Refer to NSCA Rules #5221, 2, 3, and 4. The Seashore News assumes no responsibility for the content of any letter. Submissions due before 5 pm on the 19th of the month.

VOICE OF WHICH PEOPLE?

Last month I sent a letter to the Seashore News which was critical of management. That letter, approved by the Editor, the Communications Committee and appointed Board member, was set in type for publication. At the eleventh hour, however, with the Editor out of town and neither he or the Committee even consulted, the letter was summarily pulled on advice of NSCA counsel who stated, "The Seashore News is an inappropriate forum in which to criticize management."

Obviously freedom of press is not permitted in our newsletter. Fear of possible litigation has so paralyzed the governing body that honest communication is deemed unimportant, truth delegated to the scrap-heap, democracy compromised and the Voice of the People silenced.

Peggy Phillips Bucci

On October 16, 1996, during the Open Discussion portion of the General Session of the Board of Directors Meeting, Peggy Phillips Bucci, addressed concerns contained in the letter above. For the Board of Directors, I explained to the members of the community present the legal reasons that necessitated the publication of the October 1996 issue of the Seashore News omitting Ms. Bucci's letter.

George W. Williams

Member of the NSCA Board of Directors

SUGGESTIONS FOR THE BOARD

The Association Board should be congratulated for the decision to tow illegally parked cars after one notice has been served. Cars parked on common areas such as walkways, or stored in guest parking spaces, destroy the ambiance of our community.

At least two additional things need the attention of this enlightened and fair-minded Board.

- 1) *Future proposals by those wanting to expand their homes must be carefully reviewed by the Architectural Control Committee, with strict adherence to existing rules. No exceptions!*
- 2) *The Board also needs to encourage the General Manager to respond more effectively to those requesting his assistance. Too many people feel their voice is not heard, not respected, or ignored. Responses to "Homeowner Request" forms need to be initiated so that homeowners don't feel their requests have been dropped into a dark hole. If this Manager feels he cannot find time to do so, then the Board should consider providing him additional help. A little P.R. would help reduce the stridency and anger many people express when they enter our community office.*

Dick MacNair

REPORT AVAILABLE TO BE READ IN NSCA OFFICE

An Ad Hoc Committee was formed at the September Open Board Meeting when President Don Ellis called for the interested NSCA members to volunteer to study the renovation of the locker/restrooms. The Committee consisting of Bob Sieloff, Chair, Doris Adams, Michael Clements, Marge Friedlander, and Joan Sandberg studied the problems created by the renovation and developed recommendations. Those recommendations have been presented to the NSCA Board in the form of a 16-page written report. Included is a plan for suggested changes to remedy the safety, privacy, and functional problems in the current non-user-friendly facilities. This report is available in the NSCA office for your reading if interested. Copies of the plans for suggested changes are posted in the locker rooms. Committee members also have copies they can lend you for reading. Community involvement is necessary for the NSCA members to assure that high-use facilities and expensive projects meet the needs of the community. Without community input the Board cannot know about all of the possible needs and requirements.

Joan Sandberg



IT'S HERE! ART AFFAIRE - ART AFFAIRE

For the twelfth year, on Sunday, November 10 from 1:00-4:30 the NSCA Recreation Committee is sponsoring an art exhibit featuring the work of Niguel Shores artists. You, your friends and neighbors are all invited to this special event in the Multi-Purpose Room.

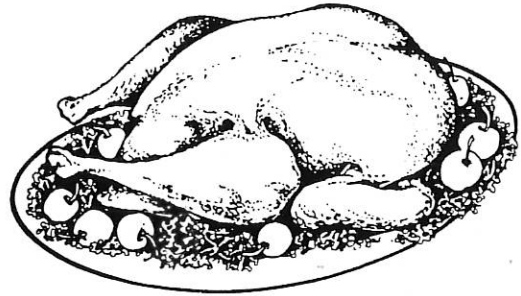
There are many outstanding artists who live in our community, and this is your opportunity to see their work. In addition to drawings and paintings there will be sculpture, jewelry, leaded glass, cards, photography and other original works of art.

Many of the pieces will be for sale, so check your holiday giving list for the opportunity to find something unique and special. The "ARTISTS' ATTIC" will feature unframed paintings at bargain prices. As a special treat, Fred Thomas, whom you may have met last summer at the entrance to our recreation area, will share his scrimshaw work with us as a guest artist.

Admission charge of \$1 per person includes participation in the drawings for door prizes as well as a complimentary beverage. Children admitted free. Proceeds from the show will go to the Recreation Committee to use for the many fun and interesting events they sponsor throughout the year for the whole community.

*People are FRAGILE
Relationships are FRAGILE
PLEASE HANDLE WITH CARE*

*Wanda Bunker
Care and Concern Chairman
N.S. Womens Club*



POT LUCK NOVEMBER 17, 1996 - 6:00PM

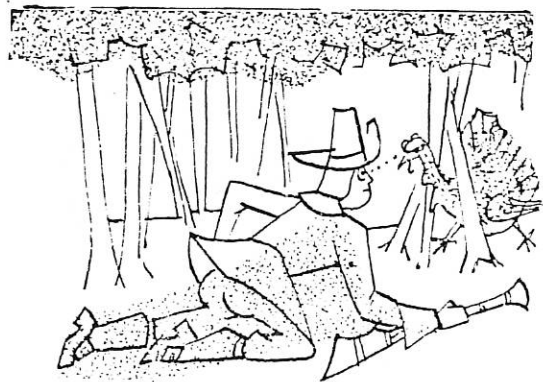
Come and celebrate the fall season at a traditional pot luck dinner. Bring your own service and drinks as usual.

For reservations call:

Marion and George Evans: A-F 661-3248

Gretchen and Peter Rask: G-M 489-2259

Vivian and Carroll Cox: N-Z 661-1439



PAGE TURNERS

Page Turners will meet November 18 at 10:30. Our hostess is Harriet Writer, 33711 Windjammer and our co-hostess is Betty Dickerhoff.

We will continue our fall theme of the immigrant experience in the United States. Hope Luedeke will lead the discussion on Helen Maria Viramontes book Under the Feet of Jesus.

There is no meeting in December, but mark your calendars for our first meeting of the new year - January 20 - at Liz Kelsch's.

WOMENS CLUB

Niguel Shores Womens Club will meet Thursday, November 14 at 12:30 for luncheon and meeting. Our program will be a Fashion Show from Monarch Silks. Eight models will be from our own Niguel Shores.

If you have not been contacted by November 11, please call Ann Lassleben at 661-0500 for your reservation.

Craft Class will meet Thursday, November 7 in the Multi-Purpose Room from 10:00am to 1:00pm.

There will be a Board meeting on Thursday, November 7 at 4:00pm in the Multi-Purpose Room.

SAVE THE DATE! The Womens Club will host the annual Christmas party in the Community Center on Thursday, December 5 from 5-7pm. All Mens Club members and their ladies are invited to attend. Each Womens Club member is asked to bring a plate of hearty hors d'oeuvres.

There will be no regular Womens Club meeting in December.

Help create a clean, safe
and healthy environment

Please be a responsible dog owner

Clean up
after
your dog



WATER AEROBICS CLASSES

Come join in the fun and get energized Mondays, Wednesdays and Fridays.

Time: 10:00am - 11:00am - Fee \$28 for 12 lessons, or come when you can for \$3.00 per lesson.

The instructor is Susan Foltz. If you are interested call Lavonne Borland at 248-1493.



WOMENS GOLF

Next Fun Day, Monday, November 4, will be held at Aliso Creek. Sign-in time is 8am. Captain is Terry Scott (661-9107). Brown-bag luncheon and meeting following golf will be held at Niguel Shores rec center. Hostess is Lorraine Bruns (661-2236), assisted by Joan Pender Beyer. Anyone who has not signed up for lunch and/or golf should confirm immediately with Terry and Lorraine.

Our annual Christmas party will be held in the rec center on Monday, December 9, directly after golf. The party will feature a special catered luncheon and entertainment. Please send your check for \$15 to our treasurer (made payable to her), Ursula Hornbarger, BEFORE November 27.

Regular playing days for the group are Mondays and Fridays. Monday Captain, at Lake Forest, is Bernice Zeigner (496-2246). Friday Captain, at Aliso Creek, is Gretchen Letson-Rask (489-2259). Be sure to call them at least three days in advance if you would like to participate. All Niguel Shores residents and guests are invited to join us, regardless of skill level.

FUN DAY AWARDS - OCTOBER

Low Gross - Rose Marie Lawson
Low Net - Margaret Banerian
Longest Drive - Betty Lewis
Closest to the Pin - Betty Lewis
Low Putts - Rose Marie Lawson

For previous week chip-in a special Halloween orange ball to Peg Bucci

MENS CLUB

Due to Election Day there will be no meeting on November 5 since the Multi-Purpose Room will be in use.

On November 9 our speaker will be Lt. Paul Ratchford, Chief of Police Services in Dana Point. He will talk to us about police matters in Dana Point.

MENS CLUB GOLF

The Mens Club golfers played the Twin Oaks layout on 9/24, the second round of the Club Championship. Some good rounds were turned in. In "A" Flight the winners were Jerry Pearl, Bob Munz and Don Ellis, for "B" Flight Jack Sweeney, Ed Adams and Grover Brown and "C" Flight it was Bob Gutknecht, Dick Johns and Bob Scott. Closest to the Pin honors went to George Keller and Fred Standefer.

On 10/8, we played Camp Pendleton Marine Course. After moving through the fog and enjoying a Marine breakfast of everything including SOS, we played under beautiful playing conditions (except for a few temporary greens). "A" Flight winners were Bob Borland, Fred Standefer and Jerry Pearl. "B" Flight winners were John Flynn, Myron Miller and Tom Crist. And for "C" Flight it was Jack Fellows, Jack Sweeney and Hal Therolf. Since we haven't recovered the Closest to the Pin signs yet the only known winner was Bob Borland on #4. This completed the final round of the Mens Club Championship. First place in "A" Flight was Jerry Pearl with a combined score of 136. Tied for second was Bob Munz and Grover Brown at 139. In "B" Flight the winner was John Flynn with a 133 score and runner-up was Myron Miller at 137.

A head-to-head match is scheduled at Rancho San Joaquin on 10/22 to determine the 1996 Club Championship.

PAIRS BRIDGE

All interested residents are invited to play at the Pairs Bridge sessions which are held on the first and third Fridays of each month beginning at 7:15pm in the Multi-Purpose Room. Call Nick or Mary Martin at 493-7377 for a reservation.

The winners on September 20 were:

1st - Bernie and Frieda Baskin

2nd Tie - Nancy Kendall and Lorraine Bruns

Kay Wittmack and Marian Masak

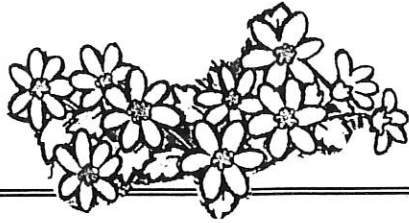
Dates for this month are November 1 and November 15.

WEDNESDAY AFTERNOON BRIDGE

Sept 25	1st Rene Nylund
	2nd Nancy Kendall
Oct 2	1st Rene Nylund
	2nd Marie Milliken
Oct 9	1st Doris Kelman
	2nd Joan Sullivan
Oct 16	1st Virginia Brooks
	2nd Marie Milliken

New members welcome. Play begins at 11:45am promptly. For reservations, please call 493-1992 on or before Monday preceding the Wednesday games.





IN MEMORIAM

ANN WALKER
October 21, 1996

NINA FURTH
October 1996

LIBRARY PROGRAMS

The new holiday storytime series will begin Wednesday November 20 through December 18 at 11 to 11:30am for toddlers thru 5 years old. The family pajama storytime will be on the last Monday of the month, November 25 at 7pm.

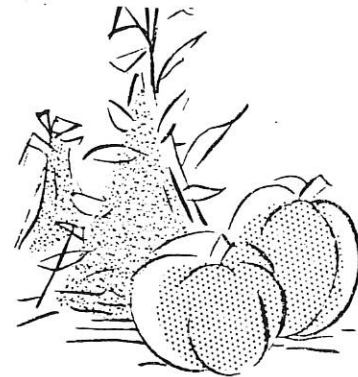
Celebrate Children's Book Week November 17 - The theme will be "Oh, the Places You'll Go!" based on the children's book by Dr. Seuss. Children's Librarian Carol Ann will share Seuss stories for school children at 3:00 on November 20.

Dana Ni
Monarch

3841 Niguel Road,
Tel 496-5517.

WELCOME NEW RESIDENTS

We gained another talented resident last August when Anne Kernan moved into her new home on Moonsail Drive. A native of Ireland, Anne attended the National University of Ireland to attain her Ph.D. in physics. When she came to the United States her talents led to a professorship at U.C. Riverside and ultimately to a position as Graduate Dean and Vice Chancellor for research at that institution. Now retired, she enjoys her hobbies of hiking, photography, travel, gardening and using her computer. Anne chooses the Shores for its location near the beach, and the large green belts and attractive landscaping which gives the area a spacious and harmonious appearance. And you should hear her beautiful and traditional Irish accent!



NEIGHBORHOOD EXCHANGE

Items for Seashore News Ads must be submitted by the 19th of the month together with a check payable to NSCA. (\$3 for a maximum of 30 words.) Advertisers must fill out a form available at the Association office.

Neither NSCA nor Seashore News assumes responsibility or liability for quality of goods advertised.

DANA POINT
CITY COUNCIL ON CH 30 TV

2nd and 4th Tuesday

Start 6:00 pm
Recess 6:30 pm
Resume 7:00 pm

FOR SALE: TV and stereo cabinet. Whitewashed oak. 13" wide x 31" high x 17" deep. \$40.00 443-1632

FOR SALE: Ocean view townhome. 1623 sq ft end unit on one level. Quiet cul-de-sac, single sided street. Huge kitchen with new appliances and nook. Formal dining room. Recently remodeled. \$339,000. Will carry 2nd. (619) 436-0823

*Niguel Shores Artists
and the Recreation Committee
invite you and your friends to the*

**12TH ANNUAL
ART AFFAIRE**



*Paintings, Sculpture
Photography, Jewelry
Cards and Drawings*

Sun. Nov. 10, 1:00-4:30

**\$1 includes beverage
and a chance on door prizes**

NSCA DIRECTORY

NIGUEL SHORES COMMUNITY ASSOCIATION
33654 Niguel Shores Drive, Monarch Beach, CA 92629
(714) 493-0122 Fax (714) 831-0116

BOARD OF DIRECTORS

Don Ellis	President
George Williams	1st Vice-President
Don Johnston	2nd Vice-President
Bob Converse	Secretary
Jerry Milner	Chief Financial Officer

STAFF

Rob Cochrane, CCAM, PCAM	General Manager
Ivy Hsia	Controller
Jeanette Federico	Adm. Assistant
Julie White	Adm. Assistant
Shirley LaBonte	Receptionist
Ed Manriquez	Maintenance Supervisor

NSCA COMMITTEES

Architectural Control
Communication
Finance
Landscape
Maintenance
Recreation
Traffic & Safety
Tree View Blockage

CHAIRPERSONS

George Williams
John Dickerhoff
Grover Brown
Bob Theel
Rick Foth
Marian Pearl
Pat Long
Carroll Cox

MEETINGS

1st & 3rd Thursday
See Calendar
See Calendar
3:00 pm, 2nd Monday
9:30 am, 1st Friday
2:00 pm, 2nd Wednesday
10:00 am, 1st Monday
1:00 pm, 2nd & 4th Monday

OTHER ORGANIZATIONS

Sea Terrace Townhomes Assoc. I

Bob Scott, President
Bill Henderson, 1st Vice-Pres.
Dick Johns, 2nd Vice-Pres.
Margaret Brugger, Treasurer
Mary White, Secretary

Sea Terrace Townhomes Assoc. II

Gary Mitchell, President
Gene Virgin, Vice-Pres.
Kevin Duffy, Vice-Pres.
Paul Gustafson, Vice-Pres.
Paul Nicholls, Secretary/Treasurer

Womens Club

Dorothy Knauf, President

Mens Club

Dick Luedeke, President

SEASHORE NEWS

Published monthly by the Niguel Shores Community Association and distributed without charge to the members as a means of keeping residents informed of NSCA Board actions and community activities, and to encourage participation in community affairs.

Editor in Chief - John Dickerhoff
Editorial Staff - Communication Committee
Word Processing - Julie White
Layout - Betty Dickerhoff
Collating - Shirley Smith
Distribution - Dale Smith

The Communication Committee expends all reasonable effort to confirm the accuracy of statements in the News but assumes no responsibility for errors, omissions of fact or use of material that might be offensive in some way.

Contributions from NSCA committees, NSCA member organizations and individual members are welcomed. Submission due before 7 pm on the 19th of the month.

November 1996

SEASHORE NEWS CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
3	4 STREET SWEEPING 10:00 H2O Aerobics 10:00 Traffic & Safety Cmte.	5 VOTE IN MPR Election Day	6 9:00 Fitness Class 10:00 H2O Aerobics 11:15 NSCA Board Meeting 11:50 Noon Bridge	7 8:00 Ladies Day Tennis 10:00 Crafts Class 1:00 Arch. Cmte.	1 Womens Golf 9:00 Fitness Class 9:30 Maint. Cmte. 10:00 H2O Aerobics 7:15 Pair's Bridge	2 9:30 Tai Chi Class - MPR
10 1:30 ART AFFAIRE - MPR	11 Womens Golf Fun-Day Veterans Day 9:00 Fitness Class 10:00 H2O Aerobics 1:00 TVB Cmte. 3:00 Land. Cmte.	12 Mens Club Golf	13 9:00 Fitness Class 10:00 H2O Aerobics 11:50 Noon Bridge 2:00 Recreation Cmte.	14 8:00 Ladies Day Tennis 12:30 Womens Club Luncheon	8 Womens Golf 9:00 Fitness Class 10:00 H2O Aerobics	9 9:30 Tai Chi Class - MPR
17 6:00 POTLUCK - MPR	18 Womens Golf 9:00 Fitness Class 10:00 H2O Aerobics 10:30 Page Turners	19 8:15 Mens Club Breakfast	20 9:00 Fitness Class 10:00 H2O Aerobics 11:50 Noon Bridge 5:30 NSCA Bd Meet.-Cmte. Reports	21 8:00 Ladies Day Tennis 1:00 Arch. Cmte. 2:00 Communication Cmte.	15 Womens Golf 9:00 Fitness Class 10:00 H2O Aerobics 7:15 Pair's Bridge	16
24	25 Womens Golf 9:00 Fitness Class 10:00 H2O Aerobics 1:00 TVB Cmte.	26 Mens Club Golf	27 9:00 Fitness Class 10:00 H2O Aerobics 11:50 Noon Bridge	28 ADMIN OFFICE CLOSED Thanksgiving 5:00 Community Center Closed	22 Womens Golf 9:00 Fitness Class 10:00 H2O Aerobics 3:00 Finance Cmte.	23
				29 Womens Golf ADMIN OFFICE CLOSED 9:00 Fitness Class 10:00 H2O Aerobics	29 Womens Golf ADMIN OFFICE CLOSED 9:00 Fitness Class 10:00 H2O Aerobics	30

October

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

December

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

(03-01-93)

2101 Budget Preparation (04-01-85)

The preparation of the Annual Budget will consist of the following steps. Before the process begins the Board will establish target dates for each step:

A. The Finance Committee will be asked to indicate any increases or decreases in the level of service to be rendered in their area and the reasons for such change.

B. Each Committee will be asked to indicate any increases or decreases in the level of service to be rendered in their area and the reasons for such change.

C. Management will prepare a listing of all income and expense items showing actual to date, estimate for current year, estimate for the next year based upon committee requests, estimate for next year based upon management requests.

D. The Finance Committee will schedule meetings with each Committee submitting budget requests. The chairman of the committee, the Board Liaison to the Committee, the Board Liaison to the Finance Committee, the President of the Association, the Manager and the Controller will be asked to attend. At these meetings each item will be explained and discussed.

E. The Finance Committee will submit their recommendation to the Board along with the resulting assessment figure.

F. Management will prepare a tentative budget document showing for all income and expense items: actual to date; estimate of actual for current year; estimate for next year based upon the recommendation of the (a) Finance Committee, (b) Operating Committee, (c) Management.

G. The Board will review the document described in (6) in the presence of the Finance Committee Chairman.

H. The Board will determine the final budget items and the amount of the assessment.

2105 "Over-Budget" Procedure (04-01-85)

The Board will be notified by Management whenever the estimated expense for the year will probably exceed the budget for the year or when the estimated income for the year will fall short of the budget. The Board must then either adopt a policy which will increase income or reduce expense or determine where other budget savings can be effected.

(11-01-96)

2253 Written Bids (09-04-96)

It is the policy of the Board of Directors to obtain the following written bids for all purchases:

Under \$2,500, one written bid.

From \$2,500 to \$10,000, a minimum of two written bids.

Over \$10,000, a minimum of three written bids.

2301 Accounts Unpaid for 30 Days (02-02-94)

Members, whose accounts have a balance outstanding for more than 30 days are assessed a late charge of 10% or \$10.00, whichever is greater, plus interest figured at 10% per year. The mailed quarterly assessment payment must be canceled by the U.S. Post Office by the 30th day of the month due. If not, then the late charge and interest will be assessed. Reminder billings, with the late charge and interest due, are sent by the NSCA office staff.

2302 Accounts Unpaid for 60 Days (10-05-88)

Members, whose accounts are 60 days delinquent, are noticed by certified mail that if payment in full is not received within 15 days, a lien will be filed against the property.

2303 Accounts Unpaid for 75 Days (10-05-88)

Members, with delinquent accounts of 75 days, are liened. Members are assessed a charge for lien filing and administrative costs (minimum charge \$50.00).

2304 Accounts Unpaid for 90 Days (10-05-88)

Members, whose accounts are 90 days delinquent, are referred to the Board of Directors for suspension of Association voting rights and use of common area/facility privileges (including participation in committees, clubs and organized community events), which includes use by the member, his guests and tenants, pursuant to suspension procedures.

2305 Accounts Unpaid for 90 Days (03-06-96)

A member's account which is 90 days delinquent, will be referred to the Association's attorney for collection. The member will be assessed a minimum charge of \$300 for attorney fees plus other related costs.

2306 Accounts Unpaid for 120 Days (02-01-85)

Failure to cure a delinquency of more than 120 days may result in foreclosure proceedings against the property.