

LAKE TAHOE PARK ASSOCIATION

Board of Directors' Meeting

July 2, 2021

Minutes

1. Call to order and General Business

Taylor

President John Taylor called the meeting to order at 3:08 PM. In addition to Taylor, Board members participating were Jim Cavaliere, Doug Williams, Catherine Pfitzer, Scott Zumwalt, Dave Williams, and Susan Gray. A quorum was established.

Also at the meeting were General Manager Ben Leech, CPA Barbara Malm, and Recording Secretary Kelly Martin.

a) Declare minutes from prior meeting posted

Taylor reported the May minutes were approved by electronic vote and will be posted to the website.

b) Establish that we have a quorum

A quorum was established with all 7 Board members present.

c) Any revisions/additions to the agenda

Leech asked to add "wage review."

2. Review of Agenda for July 3rd Member Meeting

Taylor

Tomorrow's meeting begins at 11 AM. Malm said there will be enough volunteers and they will be at the Park at 10 AM. 259 votes were received so far, which exceeds a quorum. Response is 41% received. When they did the survey via Survey Monkey, they immediately got 50% initially and that climbed to 55%. They are getting a good response electronically, but there are some people who have not provided their email address. Member information forms were input in June and July. Taylor said we have 460 email addresses out of 670 (or at least 66%). Leech mentioned not all owners of a home (if multiple homeowners), are receiving the emails because not all email addresses are listed on the forms. To date, we do not have a means of sending emails to more than one listed per member.

3. Project Status

Ben

a) Current projects and their status

The manzanita was removed from the north end of the Park, which is good defensible space, gives a clearing to the beach, and prepares for the bulkhead construction, once approved by TRPA. Once constructed, it will resemble those to the south.

After the manzanita project is complete, the big round community table will be installed. The other tables were ordered (and yet to be delivered) and paid for in early June to replace the metal tables. Leech is donating the old metal tables to interested members.

It was noted that Table 23 has a warped board. Leech will check it out. It's one of the most popular spots in

the Park.

The green benches will be replaced; five are on order, then more in the future if they work out.

Leech said Calvin Mitchell was supposed to replace the gate today, but he is not able to do so. Calvin dug trenches and laid wires, but Leech needs to find someone else to finish the project.

b) Barbeque status

Dave Williams and Taylor said the new grills have been installed and are well received by the members. The Association will not provide propane tanks at this time with planning needed to find a vendor and storage site. They will do a cost study for the necessary type of storage container and potential charges for members.

c) End of season/Next year project

Leech said there are currently 135 kayak spaces and 16 vertical paddleboard spots which usually sold out in prior years by early June. He received 150 applications initially and pulled the application from the website. More spaces are needed. Next year, it is recommended that a grid system be built that holds up to 200 kayaks. The cost will be approximately \$45,000 for materials, but it will pay for itself (i.e., 200 x \$100/each) in two years. The membership wants it, so it is important to do this project. Leech suggested the purchase for materials could be paid through the Board Designated Fund. More to discuss in September regarding cost and how to fund the construction.

Leech and Taylor are meeting with Jan Brisco next week regarding the additional nine buoys awarded from State Lands. They must have a survey done of the high/low water marks and other environmental issues. The nine new buoys will be placed by Sierra Marine at a cost of \$3,201.60 per buoy (plus the State Lands and TRPA fees), which includes nylon rope for 70 feet and then a shackle chain for the last 30 feet. Jeff Burrows (Sierra Marine) said that is the best way to secure the buoys. TRPA has yet to approve the project, but Jan was confident that the project will happen next year. After adding the new buoys, there will be 59 buoys in the field. The new ones will be the furthest ones out. The maximum boat size is 27 feet. It is important to move forward with this project soon, once we have approval. There will be further discussion as to how to fund at the September meeting.

d) Technology Initiative

Taylor talked to Carl LeBlanc at Tahoe Tech to see if they offer tech support service and a solution to the website. He wants a retainer-type service for technology services. He expects to receive a proposal from Tahoe Tech. He also talked to Alpen Lily, who's been in the area for 20 years and may be able to handle upgrading the website. Williams and Taylor are working on moving forward with this in order to have a more functional website. This will be recurring, and Taylor will need Board input as the project progresses.

4. LTPA Finances and Budget

Jim/Barb

a) Budget vs Actual

Over the past two to three years the Park has benefited from a high number of home sales in Tahoe Park. The Park has received a \$3,000 new owner first year assessment fee per sale. It is competitive with other HOAs in our area. Cavalieri does not recommend increasing the fee at this time. His expectation is that home sales may be lower in the next year and funding for the Park should come primarily from annual assessments.

Cavalieri reported revenue from membership assessments is solid. Malm said there are some accounts outstanding, but she expects to collect from them this weekend. Buoy income is light. \$61,000 is expected

and \$54,000 has been received for the first half. Malm said the second half is completely paid and Leech confirmed all refunds have been made. \$6,000 in revenue was lost because of having to delete a row of buoys due to the low lake level. Weekly rentals are off since the Board decided to turn those into seasonal rentals. They are allowing members to utilize the spaces near the shore for small jet skis, etc. They expect the Lake level will continue to go down. Ben tries to work with members while also keeping the boats safe.

Cavalieri reported that over 170 houses sold in Tahoe Park over the past four years (or about 25% of our membership). This would indicate a change in the demographics of our owners over time and we need to stay current with their expectations.

Other budget items were discussed in detail. Details available upon request. Best news is that the total revenue is off by only \$115 from the budget as of today and will increase by season's end. Great job!

There was a discussion to give the core employees a cost-of-living increase. The discussion turned to the other employees as well.

It was moved by Zumwalt, seconded by Doug Williams to adopt increasing wages as discussed. Motion carried unanimously.

It was moved by Williams, seconded by Pfitzer to retroactively pay the wage increases to the beginning of this season.. Motion carried unanimously.

Zumwalt and Leech will get together to develop a plan for future years' wage increases and present at the September meeting.

Leech will meet with employees individually tomorrow to communicate wage increases. Retroactive pay will appear on a separate check. Malm and Leech will talk to payroll service.

5. Member Meeting Planning

The group discussed tomorrow's meeting and topics that may come up, including capping the number of people at the beach.

It was moved by Zumwalt and seconded by Williams to leave the limit of the number of current parties at 8 during Saturday and Sunday in July and August. Other days of week will be monitored at Leech's discretion. Motion carried unanimously.

The Board thanked Cavalieri for his six years as treasurer/secretary and wished him well in his retirement.

b. Capital Projects

6. Board Business

Taylor

a) Ballot progress -discussion above.

Barb

b) Review of Assigned Tasks - see above.

c) Adjourn to Taylor Taylor's house for annual Board party

All + spouses

d) Adjourn

There being no further business to come before the Board, the meeting adjourned at 5:00 PM. The next Board meeting will be scheduled for September.

Respectfully submitted,

Kelly Martin

Recording Secretary

THE PAPER TRAIL SECRETARIAL AND BUSINESS SOLUTIONS