

## **CARNELIAN WOODS TOWNHOUSE ASSOCIATION**

TO: CARNELIAN BAY BOARD OF DIRECTORS  
FROM: ALEX LUKASH, BOARD SECRETARY  
SUBJECT: BOARD MEETING OF SEPTEMBER 18, 2010-APPROVED MINUTES  
CARNELIAN BAY, CA. 96140

The meeting was called to order at 9 AM by board president Lee Shuff.  
Member present: Shuff, Thomas, Duffy, Lukash, Sullivan, Dworsky, Okumura,  
Simcoe, Hubachek

Also Present: GENERAL MANAGER, LES TERRY

### **1. SECRETARY'S REPORT (ALEX LUKASH)**

- a. Approval of board minutes of the 8-7-10 meeting. Move to approve- Hubachek, 2<sup>nd</sup> Dworsky. Minutes approved.
- b. Plans for the annual meeting are in place.

### **2. TREASURERS REPORT (DAVE SULLIVAN)**

- a. CWTA will finish the fiscal 2009-2010 year with a projected surplus of \$97. Carnelian Services on the financial statement include sale of firewood, cleaning and repair services, showing expenditures of \$14,448. This covers the cost of equipment, supplies and salaries associated with these services and helps to offset these costs vs. \$34,147 income generated; this reduces our tax liability.
- b. Rental income of \$2,400 is for two sheds that are rented out.
- c. Dues delinquencies for unit #122 are now in excess of \$3,000. A bankruptcy court has arranged a payment plan for this delinquency.
- d. A dues increase of \$24/ month will be necessary to increase the capital fund reserve, pay for a general manager's salary, and make up for loss of income from the sheriff's station.
- e. A comparison of dues with other north shore associations shows a range of \$780/quarter to \$3202/quarter. CWTA is at \$1269/quarter. Maintaining 60+ acres of forest will be an ongoing expense.

- f. The current residual from the 2009 special assessment is at \$103,387.80. However, this includes an advance of \$31,638.90 from the CW reserve fund that needs to be repaid to CW, leaving a remaining total of \$71,748.90 being spent on lodge and deck renovations.
- g. Starting October 1, 2010, accounting will be done in-house. Jim Strain will send out the next quarterly statement, then retire. Quickbooks will be the program to be used and the staff has been trained and all future billing will be done from our office. A system of checks and balance will be instituted plus a back-up plan will be devised in the event of problems with this arrangement. An independent audit will still be done annually.
- h. An online paycheck system is being used for payroll.

### **3. SECURITY COMMITTEE (LES TERRY)**

- a. The final security camera is operating and sent to a monitor in the office. All footage is stored on a hard drive for 30 days.
- b. There have been 5 car break-ins by bears this year.

### **4. INSURANCE COMMITTEE ( JOE HUBACHEK)**

- a. We still need to check with our broker about increasing the fidelity bond's limits because of handling billing and accounting in-house.

### **5. SHERIFF'S OFFICE (JOE HUBACHEK)**

- a. Placer County is throwing roadblocks toward a resolution on the lease impasse. They are refusing to honor the lease arrangements they had with us, and we will file a claim, then a lawsuit if there is no resolution. Under advice from Mark Romeo, we have hired Louis A. Basile, a local attorney to represent CWTA. The ultimate use or sale of the property is still to be determined.

### **6. ARCHITECTURAL COMMITTEE ( CARY OKUMARA)**

- a. Unit #132 has had a window replacement request approved.
- b. Unit #149 has requested sliding door replacement.

## **7. GOVERNMENT AGENCIES ( GEOFF SIMCOE)**

- a. California has introduced a new Lake Tahoe License plate.
- b. A federal judge has thrown out TRPA's new shore zone ordinance.

## **8. UNDEVELOPED LOTS ( CRAIG THOMAS)**

a. The lot issue will be presented to the homeowners again. They need to be reminded that our forest does not come at zero cost. Sometime in the future, when building and coverage right values rise, a new site survey will become necessary and future of the lots determined.

## **9. FORESTRY COMMITTEE (RUTH DWORSKY)**

- a. North Tahoe Fire has established a chipping station near the upper units.
- b. The Conservancy will be masticating their property that abuts our property and our roads this Fall.
- c. Cal Fire has reported a large increase in fir engraver and pine bark beetles in the area.
- d. CWTA will receive a 50-50 grant for 2011 in the amount of \$10,000; this is for cleaning the frontage area on Sahara Drive. The grant will require 168 volunteer hours by homeowners.

## **10. CAPITAL BUDGET (LES TERRY)**

- a. BMP work for this year still needs to be done. Lodge water heater, lodge furniture, sauna heaters, partial under soffit, loader, and pool cover wind up reels have been replaced and/or refurbished this year.

- b. Proposed for 2010-2011 are forest trim down (\$6000), Snow blowers (\$5,000), truck plow (\$6,180), used truck purchase (\$16,500), and under soffit repairs (\$20,000) for a total of \$53,680.
- c. Adjustments were made on the reserve schedule, undertaking some work in-house and informed the reserve study group of the lodge and spa remodel through the loan funding. With these adjustments, our capital reserves moved more positively from 8.8% funded to 20% funded. Since the reserve funding considers anything below 30% a weak position, the reserve study group asked that we increase our contributions from \$10,800 to \$11,800 this year and by 15% in each of the following years to reach a 30% goal.
- d. We may want to consider replacing unit siding; this would cost \$1.59-1.69 million dollars or around \$13,000/unit. This will be considered as a possible alternative to siding replacement and painting over the coming years.
- e. Possible pool deck renovation will be decided by the homeowners this afternoon.

## **11. PROJECT MANAGER'S REPORT (LES TERRY, GM)**

- a. Landscaping around the lodge is continuing.
- b. Unit repairs, including toe boards on decks and entries is in progress.
- c. Loose roof fasteners are being replaced.
- d. Under soffit repairs are continuing.
- e. The lodge has a new refrigerator and soda machine, CW gets 20% of soda sales.
- f. The HOA will continue to take care of bat eradication.
- g. This Fall, there will be a burn pile for "slag".

## **12. OLD BUSINESS**

- a. None

## **13. NEW BUSINESS**

- a. We are negotiating an 8 year agreement with Charter Cable allowing them access to our property. At this point in negotiations, they will pay us \$4,130 for these rights.

- b. The homeowners' roster will be reviewed and updated at the annual meeting.

#### **14. NEXT BOARD MEETING**

- a. The next meeting will be at 9AM on Sunday, September 19 to pick committees, appoint officers, and set meeting dates.

Respectfully submitted on 10-12-10  
Alex Lukash, Secretary CWTA