

# CARNELIAN WOODS TOWNHOUSE ASSOCIATION

TO: CARNELIAN WOODS TOWNHOUSE ASSOCIATION BOARD OF DIRECTORS  
FROM: CARY OKUMURA, BOARD SECRETARY  
CARNELIAN BAY, CA. 96140

## **SUBJECT: MINUTES OF BOARD MEETING OF Saturday August 8, 2020 via ZOOM conference call**

The meeting was called to order at 9:00 AM by Board President Mike Proffitt.

Members present: Proffitt, Barry, Sullivan, Shuff, Fox, Hubachek, Witt

By Phone: Okumura

Not in attendance: Geoff Simcoe

Guests: Larry Nowels, Carlos Sanchez, Don Adams

Thank you Larry & Carlos for setting up & facilitating this ZOOM meeting

Project Manager: Don Bemiss

### **1. Secretary's Report – (Cary Okumura)**

- a. Approval of minutes for the previous BoD meeting of Saturday, May 30, 2020
  - a. Motion to approve: Sullivan, 2<sup>nd</sup> Shuff; Motion Approved

### **2. Treasurer's Report – (Dave Sullivan)**

- a. Financial Report: May 2020 was reviewed. Nothing outstanding at this time
- b. Financial Report: June 2020 was reviewed. Nothing outstanding at this time
- c. Financial Report: Jan 2020, Not reviewed @ 5/30/20 BoD, Nothing outstanding at this time
  1. Motion to Approve January, May, June 2020; Shuff, 2<sup>nd</sup> Hubachek; Approved.
- d. Capital Reserve Account Reviewed without concern
- e. Proposed Budget 2020/2021 and 2021/2022
  1. Reviewed with some formula errors. Perry & Dave will review & resend. Resent and included in Homeowners Packet for the upcoming September 12 Annual Homeowners Meeting
    - i. A 2% increase in dues is proposed to cover the proposed budget.
    - ii. A Pest Mitigation line item was included.

### **3. Security Committee – (Don Bemiss)**

- a. Nothing to report.

### **4. Insurance Committee – (Greg Hubachek)**

- a. CWTA increased the building replacement cost by \$2M & increased our premium to represent this increase.
  1. We will likely increase our building replacement costs in the future to reach a goal of \$260/SF

### **5. Architectural Committee – (Cary Okumura)**

- a. Unit #148 Fox, request for a new 1st level window was reviewed & approved by the ACC. No issues were found. Plan & Elevations were sent to the board for acknowledgement.
- b. Cary proposed that Jack Venable become the new Chair of the ACC. Accepted by the board.

**6. Local Outreach/Government Agencies – (Kathy Witt)**

- a. Kansas McGahan (Sr. Civil Eng. Placer Co.) presented information regarding bike paths that may affect CW. Earliest timetable to be 2022. Proposed bike path from Tahoe Vista to Dollar Point.
  - 1. It was requested that she bring more detailed options as they become more available.
  - 2. Concerns raised were the CW Par Course & that public parking affecting CW.
- b. STR (Short Term Rental) resumed with specific guidelines.

**7. Forestry Committee – (Celia Barry)**

- a. Forestry Report: Bruce Seybold will submit a Forestry Report around mid-August.
  - 1. Flammable shrub remediation is progressing by staff at upper units, lower units beginning.
- b. CWTA submitted a grant request to California Fire Safe Council for \$80K (\$40K to be CW match). Preliminary awards in August.
- c. CW was invited to participate in 2 community discussions about fire prevention efforts. ZOOM meeting June 16th

**8. Hospitality Committee – (Cat Fox by Perry)**

- a. On hold until Covid 19 restrictions for assemblies by Placer County is clear.

**9. Communications Committee – (Mike Proffitt)**

- a. All new HO's have been sent a Welcome letter.
- b. The last Communicator was sent out in June. The next in August.
- c. Board members 'Call List & talking Points' to be sent out later this month

**10. Strategic Plan – (Lee Shuff)**

- a. A Projected Spreadsheet for 5 years was reviewed by the board. To be reworked by Dave & Perry & sent to BoD.
- b. Strategic Planning Committee meetings 'On Hold' for now.

**11. Project Managers Report (Don Bemiss)**

- a. PM Report, August 8th:
  - 1. Don, Ray, Brandon became ill. Lodge & pool closed for 2 week quarantine. Now reopened with restricted hours
  - 2. All upper units Pest Mitigated. Units 11-20 next.
    - 1. Units 146 & 121 roof removal, clean out, disinfect, new roof.
    - 2. Units 1 – 76 to be done ASAP.
    - 3. Pest mitigation may become a yearly maintenance expense.
  - 3. CWS work for units 24, 57, 37
  - 4. Fence extension to CW work area.
  - 5. Misc. painting at lodge & bocce court.
  - 6. 6 balconies completed.

7. Don raised issue re: 1st Accommodation, access key control. CWTA must have access to all units & areas.

**12. Old Business**

- a. A Capital Reserve Study for the Browning Reserve Group is in progress. Don & Lee are working with & continue working with the group.

**13. New Business**

- a. Upcoming September HOs Meeting was discussed if Covid 19 restrictions were still in place.
  - 1. ZOOM meeting is not the way to go. Alternatives under review.
- b. Upcoming board member ending terms (Kathy, Dave, Lee). 4 people are nominated for the 3 positions.
- c. Staff reviews in progress.

**14. Next Board Meetings**

- a. BoD Members Dinner Sept. 11<sup>th</sup> cancelled due to Covid19.
  - i. Motion to cancel: Fox, 2<sup>nd</sup> Shuff: Approved.
- b. BoD Meeting; Saturday August 8, 2020; 9 AM (at Lodge)
- c. Homeowners Meeting Sept 12<sup>th</sup> (at Lodge) BoD members to be present. Homeowners still TBD.
- d. BoD Meeting; Sunday Sept 13, 2020; 9 AM (at Lodge or ZOOM)

Motion to adjourn 8/8/20 Board Meeting; Shuff; 2<sup>nd</sup> fox; Motion Approved.  
Cary Okumura, Secretary CWTA