

# 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 November 7, 2020**

The meeting was called to order at 9:02 AM by Board President Mike Proffitt.

Members present: Proffitt, Okumura, Fox, Swanson, Cleland, Shaw

By Phone: Sullivan, Barry, Hubachek

Others by phone: Venable, Shuff

Project Manager: Don Bemiss

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

- a. Approval of minutes for the previous BoD meeting of Saturday, September 12, 2020
  - a. Motion to approve: Sullivan, 2<sup>nd</sup> Fox; Motion Approved

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

- a. Financial Report: Sept 2020 is still being prepared By McClintock (Alice & Serge) including end of Fiscal Year in Sept. Dave will distributed Sept. 2020 to BoD members when complete.
  1. CWTA has filed current Tax Return using Form 1120H, McClintock thinks we should be using Form 1120, due to revenue from Carnelian Woods Services, to be discussed & determined.
    - i. We may file an Amended 2019 tax return to account for losses.
  2. McClintock is being considered for CWTA Audits as McQuigan & McQuigan (in bay area) is late & expensive. \$9000 vs \$3650. We have received an engagement letter.
    - i. A question was raised whether this is appropriate as an Audit is usually done by an independent 3<sup>rd</sup> party entity. To be determined.

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

- a. Nothing to report.

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

- a. Nothing to report
- b. Greg is investigating whether a discount may be available due to CWTA being designate as a 'Firewise' complex.

### **5. Architectural Committee – (Jack Venable) Jack is the new Chair of the ACC**

- a. The ACC & BoD reviewed a proposed addition/ improvement by Unit #76, Paul Gendron. A new deck over 1<sup>st</sup> floor bedroom with new roof (similar to existing Unit #10 McCallister). Discussion included the provision that CWTA would not be responsible for the new deck & roof.
  1. Much discussion occurred. Unit #10 McCallister (Chris), being used as a precedent is not appropriate as there is no Placer County record of a Building Permit. Continued investigation for Unit #10 will continue.

2. Concern regarding legal issues (eg; TRPA application for Qualified Exemption) as well as establishing a precedent for a unit owner making significant addition/modification outside of the footprint, appearance & intent of the current CWTA condominium complex or as “opening a can of worms”.

1. Discussion included past unit changes when adjacent CWTA storage units were sold to the units & converted into bedrooms & previous #19 to extend deck outside of building footprint (this was resolved when extension was damaged & returned to original footprint).

3. Motion to **Not** allow this proposal to go forward: Fox, 2<sup>nd</sup> Sullivan, individual BoD membered were queried; opposed; Okumura: Motion approved

1. Jack will contact Paul Gendron to discuss the above BoD determination. Paul will be invited to a BoD meeting to present his case. A different proposal/amendment by Paul may be considered.

4. Jack suggested that homeowners review their unit insurance considering that they may not have enough interior coverage if their unit is significantly damaged.

**6. Local Outreach/Government Agencies – (Fran Swanson)** Fran is new Chair

a. Fran is in contact with Kathy Witt (Kathy, Ruth, Diane & Heidi continue to be members)

1. Diane will handle TRPA issues; Heidi will handle Placer County issues; Fran will handle bike path issues.

b. The ‘Resort Triangle’ (including CWTA) current concerns are Short term rentals, affordable housing & mitigating traffic.

1. RoundABOUTs to be implemented in Kings Beach, other locations including Hwy 275 & 28. Coon Street has been renamed Raccoon Street, due to the current political correctness atmosphere.

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

a. The CWTA grant request for Carnelian Creek was not successful. The Conservancy is moving forward with approvals including the section of the creek owned by CWTA

1. North Tahoe Fire is coordinating with the Conservancy regarding creek treatment on our property.

b. Our Firewise designation was renewed through the fall of 2021.

1. Agate Bay has submitted documentation for Firewise designation.

2. Mercury & USAA insurance companies are offering discounts for Firewise designations. Greg was requested to check with our insurance to see if this was available.

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

a. On hold until Covid 19 restrictions by Placer County is changed.

**9. Communications Committee – (Karen Cleland).** Karen is new Chair

- a. The 'Communicator' issue came out in October. Karen is planning on 4 issues during the year. She will also taking responsibility for our website

#### **10. Strategic Plan – (Lee Shuff)**

- a. The 5 year Proposed Capital Reserve Expenditure Spreadsheet addresses CWTA needs. The required Reserve Study done by the Browning Group only serves as a background study if something is missing eg: over \$75K.
- b. The Strategic issue 'to preserve, protect & maintain Carnelian Woods' is the main overview.
  - 1. Other issues include bike path, undeveloped lots, E charging station, cell tower

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

- a. CWS unit improvement projects continue including unit balconies. Winterization of lodge, pool, tennis courts, etc.
- b. Pest infestation update; Units 11 -21 completed. Units 1 -75 to begin in the spring. Under soffit rodent prevention progressing.
- c. Pavilion rental lease signed through 2020 -2021.
- d. Truck vehicle maintenance is an issue as front end snowplows are hard on the trucks.

#### **12. Old Business**

- a. Staff Improvement criteria being developed. CWS Incentive program to be revised.

#### **13. New Business**

- a. Mike will sent thank you letters to Geoff & Kathy for their board service.
- b. George Shaw to replace resigned Geoff Simcoe on the board.
  - 1. Motion to approve; Swanson, 2<sup>nd</sup> Cleland; Motion approved
  - 2. George will also serve as Assistant Secretary.

#### **14. Next Board Meeting**

- a. BoD Meeting; Saturday January 30, 2021; 9 AM (at Lodge or ZOOM, TBD).

Motion to adjourn 11/7/20 Board Meeting 1:58 AM; Swanson; 2<sup>nd</sup> Okumura; Motion Approved.

Cary Okumura, Secretary CWTA