

HLA December Board Meeting Minutes
December 20, 2021

Call to Order: 6:00pm

Roll Call

Present			Absent
President Reed Vice President Stalzer Treasurer Waldorf	Secretary Parmele Director Cagle		Director Stickrod

Approval of October Minutes

Motion By: Treasurer Waldorf Seconded By: Vice President Stalzer Vote tally: 5-0

Approval of November Minutes

Motion By: Treasurer Waldorf Seconded By: Secretary Parmele Vote tally: 5-0

Approval of Expenditures

Motion By: Treasurer Waldorf Seconded By: Director Cagle Vote tally: 5-0

Treasurer's Report

All data presented is as of November 30, 2021.

The Total Cash Balance is \$1,557,195.20 and is made up of the following fund balances:

Emergency Fund \$154,389.37
General Funds \$607,879.94
Infrastructure Reserve Fund ... \$390,964.37
Lake Funds \$274,780.29
Road Funds \$129,281.23

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$92,215.96, a decrease of \$1,671.25. For additional breakdown, please refer to the November 30, 2021, Balance Sheet.

The Year-to-Date Net Income is \$84,644.29 with Revenues of \$374,382.49 and Expenses of \$289,738.20. Please see the Profit and Loss Statement for further detail.

As for actual Cash details, for the month of November the cash deposits were \$4,894.76 and the cash expenditures were \$21,535.82. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in November.

Late fees for Lake fund payments were added to 85 accounts on November 1.

The Finance Committee met on December 2. Revised procedures for the HLA credit card were discussed. This concludes the treasurer's report for December 20, 2021.

President's Report

No Report.

COMMITTEE REPORTS - MEMBERSHIP CHAIRED

Conservation Committee – Chair Kurt Lemke/President Reed

President Reed reported that the engineer sent an update to the feedback that we submitted. In January engineer will provide a report for a detailed update of expenses.

Environmental Control Committee – Chair Tim Weir

- 1 accessory (fence) structure permit

Social Committee – Chair Secretary Parmele

- Light Up the Holidays. There were only 7 entries this year, winners were announced on website & FB - \$40 gift card from various local businesses.
- Secretary Parmele will meet with Social Committee Chair, Tawnya Mountjoy in January to plan and discuss 2022 activities.

Road Committee/SSA – Chair President Reed

- A reminder to all members that trailers should not be parked on the streets or in the cul-de-sac unless it's temporary (24 hrs. or less). Members who are doing this will receive a letter and will be subject to further action.
- Discussed on-going issue on Exeter and options on how to address.
- Discussed revising CC&Rs regarding semi tractors/trailers.
- The road weight limits start on January 1, 2022. The weight limit is 6 tons or 12,000 lbs. and is interpreted as the gross combined weight of the vehicle, trailer, and any cargo.
- Actions:
 - Review list of acceptable variances to road weight limits.
 - Recommend approval of the SSA member list in New Business
 - President Reed will deny member request for exception to the weight limit on Avon Court.

Unfinished Business

- Heritage Lake Sign: discussed stolen sign, design, size, description for replacement.
- The open board member position was discussed, action was tabled until Jan.
- Reminder of Annual Meeting date of March 19 and Intent to Run is January 18.
- Discussed assessment mailing date & contents for those with outstanding balances and impacts to voting that are in the Bylaws & CCE&Rs.
- HLA lot sales: Treasurer Waldorf has been working with Tazewell County on their process when HLA lots are claimed for not paying taxes. Looking at options for owners of lots to be offered back to HLA vs Tazewell County. Treasurer Waldorf recommended setting a minimum HLA lot price of at least \$750.

New Business

Approval for 2022 SSA Member List

Motion By: Director Cagle Seconded By: Secretary Parmele Vote tally: 5-0

- 2022 SSA Member List Discussion: 2022 member list is in good shape, thanks for all the work that goes into it. Last year we had 620 owners (1 in error) and this year we have 601. Total tax levy for 2022 is the same as 2021 which is \$425,000 which is split amongst all the members bringing the per member levy for 2022 on member tax bill is \$707.15.

Approval of HLA 2022 Budget

Motion By: Director Cagle Seconded By: Vice President Stalzer Vote tally: 5-0

- 2022 HLA Budget Discussion: 2022 HLA Budget was sent out to members. Discussed option of emailing, posting FB, website, and at entrances vs being required to mail out. Will need to update Bylaws to include this change.

Approval of New Credit Card Policy

Motion By: Treasurer Waldorf Seconded By: Secretary Parmele Vote tally: 5-0

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- Finance committee: created credit card policy and new form for expense explanation.

BOARD CHAIRED

Maintenance

- Staff has been trimming back brush at the lake and in ditches.
- Director Cagle would like to purchase a fork attachment for the skid steer to assist with loading and unloading at the maintenance shop. The estimate is \$500, which can be made with Director Cagle's current approval levels. Higher amounts would be presented to the board. Treasurer Waldorf will make sure there's enough left in the 2021 budget for this purchase.

Pool & Lodge

- Director Stickrod was absent, tabled until Jan 2022 Meeting

Outdoor Amenities

- Discussed the particulars of the three bids to excavate the beach drainage/erosion and stair installation obtained by Vice President Stalzer. He will talk in detail with the contractor that offered the best estimate and will provide an updated, detailed quote to the Board. Estimate of the dollar amount was agreed upon, but not to be shared with the contractor. An updated estimated is expected to be voted on in the January 2022 board meeting

Office Organization/Website

- Total decals YTD- 888
- Total tickets issued since last meeting – 2
- Total violations issued since last meeting - 1
- Total real estate transfers since last meeting - 4
- Total guest passes since last month - 0
- Total event passes since last month – 0
- Lodge rentals since last meeting - 4

Office will be closed the week of December 27 – reopen Jan 3. Timecards due the 27th.

Admin/HR

No Report

Building/Zoning/Security

- President Reed will get pictures of the cars parked on a few roads and work with Tazewell County.
- Two boats are still down at the dock on the HLA owned amenity located at 306 Brandy. President Reed will work with Secretary Parmele on a letter to send to two boat owners these boats must be moved by April 20, 2022, or will pay a fine as determined by the board at a later date.
- Maintenance will plan to remove the existing dock and treehouse at this property for safety reasons this spring.

Membership Questions

Open Floor for Members (MEMBERS PLEASE SIGN IN) 3-minute time limit.

Executive Session (7:28 PM start time)

Motion By: Director Cagle Seconded By: Secretary Parmele Vote tally: 5-0

Executive Session Adjournment (7:34 PM)

Motion by: Vice President Stalzer Seconded By: Secretary Parmele Vote tally: 5-0

Meeting Adjournment 7:35 PM):

Motion to Adjourn By: Vice President Stalzer Seconded By: Director Cagle Vote tally: 5-0