

HLA March Board Meeting Minutes
March 28, 2022

Call to Order: 6:00pm

Roll Call

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

Approval of February Minutes

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

Approval of Expenditures

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

Treasurer's Report

All data presented is as of February 28, 2022.

The Total Cash Balance is \$1,715,160.26 and is made up of the following fund balances:

Emergency Fund	\$154,404.96
General Funds	\$766,828.97
Infrastructure Reserve Fund	\$391,062.17
Lake Funds	\$277,307.81
Road Funds	\$125,556.35

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$213,147.24, an increase of \$169,915.71. This increase reflects assessments billed on February 1. For additional breakdown, please refer to the February 28, 2022, Balance Sheet.

The Year-to-Date Net Income is 254,291.81 with Revenues of \$293,390.88 and Expenses of \$39,099.07. The net income includes assessments billed but not yet received. Please see the Profit and Loss Statement for further detail.

As for actual Cash details, for the month of January the cash deposits were \$108,679.90 and the cash expenditures were \$14,907.49. Late fees will be added to assessments not received by April 1. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in February.
The Finance Committee did not meet in March.

Treasurer Waldorf asked permission to move forward with late fees, collections with the advice from our accountant and legal. President Reed and the rest of the Board agreed.

There was a discussion regarding late fees and making them a percentage of the balance due rather than a fixed fee. The board appeared to be open to this, but no one was immediately sure which governing document needed to be modified. Some require a board vote, others require a membership vote. Treasurer Waldorf was going to look into it.

This concludes the treasurer's report for March 28, 2022.

President's Report

Nothing to report.

COMMITTEE REPORTS - MEMBERSHIP CHAIRED

Conservation Committee – Chair Kurt Lemke/President Reed

- Weed abatement proposal – received 3 bids for applications for lake treatment.

Environmental Control Committee

- Volunteer to chair ECC – discussion followed, an opening will be posted on FB and our website.

Social Committee – Chair Secretary Parmele

- Spring Garage Sale – Jene Forney, Coordinator
- Easter Egg Hunt – Lora Himmelsbach, Coordinator

Road Committee/SSA – Chair President Reed

- The road committee met to review the road damage on Heritage Dr near Kenton.
 - The road damage was caused by a saturated road base, resulting in a soft base, and thus damage to the road surface.
 - The road committee agreed to pursue engineering plans to add an under-drain in the ditch between the hillside and the roadside. Work is underway with the Tazewell County Highway Department
- Proposal for revised winter weight limits – President Reed shared with Road Committee the proposal for weight limit restriction in Rules & Regulations to be changed to limit of 8 tons/or class 5 vehicle. President Reed will update the proposal with the exceptions the board has created over the past few years and bring to the next meeting.
- The road committee will be meeting again on April 8th.

Unfinished Business

- Heritage Lake sign: Director Porter gave updated pricing/final sign design. For two signs - \$3,200 per sign, installation with posts & cement per sign \$550, logo decals \$120. Director Porter will obtain an installation ETA. Treasurer Waldorf thanked Director Porter for all his work on getting the signs replaced and requested we add some solar lights put in the ground to shine up on the signs. Detailed sign information noted below under Building/Zoning/Security
- Motion to approve up to \$8,000 for new HLA signs as presented at Bradford and Wilshire Wood entrances. Half is due up front; remaining balance after installation.

Motion first: Treasurer Waldorf

Seconded By: Director Cagle

Vote tally: 5 - 0

- Member complaint – neighbor has large number of cardboard boxes stacked next to their garage and the boxes all over neighbors' yards/street – also has 2 cars parked in front of his house that do not run. Discussed and will send letter to property owner citing Rules & Regulations applicable paragraph about maintaining appearance of property.
- Road Weight Limit Violations (2)
 - Olivia – Member explained her circumstance and that she asked for an estimate but had no idea the company would come with an overweight load for an estimate. Board discussed and no fine will be given.
 - Martinique violation – will fit within new proposed guideline, no fine will be given.

New Business

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- Reminder to order swing replacements for playground & lodge. President Reed will reach out to Vice President Stalzer re: playground equip & dog park.
- Volunteer Day – question has been asked a few times if HLA plans to have a Volunteer Day—discussed we needed someone to lead.
- The dog part was discussed briefly. Overall, the board is open to volunteer work, but wants to know what type of work they plan to do.

BOARD CHAIRED

Maintenance

- Maintenance will be looking at culverts.
- Replacing light at the boat ramp – Tim Weir suggested solar replacements here as well as other outside lights, i.e., tennis courts. Director Cagle will replace the boat ramp with selected option from Amazon.
- Replace swing at park

Pool & Lodge

- Pool: is cold and dirty. Sent Deano a message reminding him about auto system and spring restore.
- Maintenance will drain and fill pool in April-May. Immediate needs for the pool are hiring a pool manager and lifeguards and purchasing chemicals.
- Lodge renovation update: Treasurer Waldorf is heading up the paint process. Has picked colors and is trying to coordinate the painting, using a combo of volunteers and Tim Reedy to finish. Treasurer Waldorf will get the paint and the cleaner. The maintenance staff will clean, and Director Porter will arrange a volunteer crew for priming. Tim Reedy will do the painting. Volunteer and maintenance labor is not included in the motion below

Motion to approve Tim Reedy's estimate of \$960 for 4 days of labor, \$3,000 materials, for the lodge and kitchen areas.

Motion by: Treasurer Waldorf

Seconded By: Director Porter

Vote tally: 5 – 0

- Treasurer Waldorf asked Director Cagle to have the pool shed painted.
- Treasurer Waldorf presented estimate from Blaine Gilbert for new water heater (\$4600); discussion followed. Topic was tabled.
- Review lodge contract – Director Stickrod not in attendance, move to next board meeting.
- Board expressed concerns about lifeguards not receiving job applications when they express interest. As well as students/applicants having already obtained another position for the summer. The office will reply to each email inquiry and send an application to complete and return to the office. Lifeguard applications will be forwarded to Director Stickrod.
- Board members requested the status on pool opening - President Reed sent an email to Director Stickrod.

Outdoor Amenities

- No report submitted.
- President Reed provided update on beach walking path erosion. Bob Thaller is waiting for weight limits to lift so he can get started on the beach walking path.

Office Organization/Website

- Lodge Rental Contracts since last meeting - 2
- Real Estate Transfers since last meeting - 2
- Payment Plans Created since last meeting - 9
- 2022 Vehicle Registration forms added to website
- Guest Passes – discussion on how to handle for 2022; Secretary Parmele will work with the office to put back on the website.

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Admin/HR

- Nothing to report.

Building/Zoning/Security

- Update from President Reed: Removal of boats from HL amenity. Reminders will be sent to 2 members who own the pontoons that are docked. Once boats are removed, maintenance will remove the dock, power and extension cord and remove the treehouse located on the amenity property.
- Sticker enforcement will begin April 11. Director Porter and Admin Tracy will issue stickers at the lodge from 6-8 on April 11, and at the office until 8:00 on April 13. These dates will be posted separately on FB and our website.
- Total decals ytd - 158
- Total tickets issued since last meeting - 4
- Total violations issued since last meeting - 4
- Total guest passes since last month - 2
- Total event passes since last month - 0
- Picnic table at the campground that was burned. No current leads. Randy Davis is investigating. Had a member volunteer to build free replacement.
- The Road construction barrel was taken from the intersection of Heritage & Kenton has been recovered.

Membership Questions

No questions

Number of non-member attendees: 0

Number of member attendees: 4

Tracy Burdette (as HLA Office manager running the meeting)

Christine Juneman

Tim Weir

Jene Forney

Executive Session (No Executive Session for March Meeting)

Executive Session Adjournment – N/A

Meeting Adjournment (7:53 PM):

Motion to Adjourn By: Director Porter Seconded By: Director Cagle Vote tally: 5 – 0