

Heritage Lake Association  
 May Board Meeting Minutes  
 June 25, 2024

Call to Order: 6:01 pm

<u>Present</u>		<u>Absent</u>
President Reed Treasurer Kent Secretary Hasty	Director Cagle Director Masters	Vice President Stalzer Director Porter

**Approval of Minutes**

Motion to approve meeting minutes from May.

1st: Treasurer Kent                  2<sup>nd</sup> : Director Masters                  Vote tally: 5-0

**Approval of Expenditures**

Motion to approve expenditures from April.

1st: Secretary Hasty                  2<sup>nd</sup>: Treasurer Kent                  Vote tally: 5-0

**Treasurer’s Report**

All data presented is as of May 31, 2024.

The Total Cash Balance is \$1,935,790 and is made up of the following fund balances:

Emergency Fund .....	\$186,533
General Funds .....	\$855,257
Infrastructure Reserve Fund .....	\$410,107
Lake Funds .....	\$351,749
Road Funds .....	\$132,145

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$106,481, a decrease of \$7,386. For additional breakdown, please refer to the May 31<sup>st</sup> Balance Sheet. The Year-to-Date Net Income/(Loss) is \$216,346 with Revenues of \$347,565 and Expenses of \$131,219. Please see the May YTD Profit and Loss Statement for further detail.

As for actual Cash details, for the month of May the cash deposits were \$8,869 and the cash expenditures were \$28,642. Unusual expenses are as follows: \$9,500 for down payment for Lodge Flooring materials.

Additional report details are posted on the Heritage Lake website.

**Conservation Committee - Dam Construction Brad Reed**

- Dam update - Brad Reed
  - Initial planning meetings with both contractors are complete
  - After some discussion with the board members, it was determined that an Oct 7, 2024, project start date is acceptable. If it starts any earlier, the project will interfere

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with the summer boating season. If it starts later, weather and the next boating season become a concern.

- The contractor will have to start draining the lake right after Labor Day weekend. Tentatively Sept 3<sup>rd</sup>.
- The boat ramp will be completely blocked starting Oct 7<sup>th</sup> and may need to be closed prior to that due to the low lake level and vehicle access.
- We need to lower the lake 5 ft from the normal pool (top of the spillway), and the contractor will be building a coffer dam to allow for excavation in the area. The contractor has asked to lower the lake more than this, but I've been resisting so far due to the concern with leakage on the North side of the lake in the 1970's.
- Pumps may need to be used to help accelerate the lake level lowering since our data shows that the lake at most will lower by 1" per day with our existing valve. This will depend upon the current lake level around the beginning of September.
- Brad and maybe Cam will be hosting two info sessions - July 13 and 18 to explain the project and the upcoming boat ramp closure. A website posting will need to be up this coming Wednesday.
- Members who keep their boats on the lake will need to either store their boats on their lake front properties (safely floating or pulled up on shore) or will need to remove them from the water BEFORE the water level gets low enough that the boat ramp cannot be accessed. The boat ramp is expected to open after Dec 31, 2024, but the water level may be too low for trailer access. It's also unknown what the lake ice conditions will be.
- The work on the spillway inlet will not affect kayak / canoe traffic, swimming, or any other beach type activities.
- Members with waterfront properties will want to keep track of their docks (during lowering in the fall and during raising in the spring) since we have not lowered the lake this low in a long time.

**Environmental Control Committee - Debra Mielke**

**Pending Permit Issues:**

- 3 Londonderry Dr. Accessory Permit for replacement deck. Waiting on Tazewell County permit.

**Closed/Approved Permits:**

- 14 Kenton St Accessory Permit for fence. APPROVED.
- 10 Summerset Dr Tree Permit. APPROVED
- 1 Warwick Ct Tree Permit. APPROVED
- 124 Brandy Dr Accessory Permit driveway. APPROVED
- 10 Sussex Ct Accessory Permit for replacement deck. APPROVED
- 239 Westminster Dr. Accessory Permit for deck around pool. APPROVED
- 164 Heritage Dr Tree Permit. APPROVED
- 4 Wilshire Ct Tree permit. APPROVED

President Reed - Member easement change request near the lodge, Bristol address. Board discussed, and wanted to reach out to the attorney prior to approving. There would be caveats around the parking lot, updates, restrictions.

### **Social Committee – Amy Kent**

- Garden Club – June 20<sup>th</sup>, 2 HLA attendees, 1 guest
- Things are quiet over the summer, this fall there will be the fall garage sales and the Poker Run

### **Road Committee/SSA - Brad Reed**

- Austin Engineering submitted a proposal for putting together road culvert lining / replacement plans. The proposal is under review.
- A ditch on Kenton was reviewed after a complaint of flowing water from the hillside. Maintenance is going to clean out the ditch. The member was advised to replace their culvert on the opposite side of the road. The road committee and maintenance agreed that a 12” culvert would be better for this area due to the low depth of the ditch.
- Members at 15 King James in attendance and requesting spray patch on their street to divert water; they stated that it’s been a problem since the new roads were put in, and has never really gotten any better – even when the ditch was cleaned a few years ago. President Reed will review and discuss with the road committee.

### **Unfinished Business**

- PTO Policy - no update.
- Septic Updates & Estimates for Campground – Vice President Stalzer not in attendance.

### **New Business**

- Week of July 1<sup>st</sup> parking lot and board ramp security: Wade & Randy will work Thursday & Saturday, Secretary Hasty & Deb Melke both volunteered for 10 am-2 pm and will text Bob.
- Keyless entry estimates – Secretary Hasty doesn’t have all the estimates yet.
- HR support - There was some discussion around the pros and cons of this type of arrangement. The board was concerned about cost, and agreed that any services would need to either be paid for hourly or be structured to where only certain activities were covered for a one time fee. Secretary Hasty and Treasurer Kent were going to look into some options.
- New projector for the lodge – Director Masters discussed two possibilities, Treasurer Kent suggested replacing with a tv and the board decided to purchase/mount a tv instead, not to exceed \$1,500.

Motion by: President Reed

Seconded by: Director Masters

Vote Tally: 5-0

### **Maintenance – Matt Cagle**

- Tennis courts look fabulous after power washing. Shawn mixed some patching compound. 1 gallon did not go very far, suggested using sand to fill the cracks to make better use of the compound. During the next round of repairs, the Tennis Courts will need to be closed for a period of time. Shawn will work with the office.
- The Ford truck needed some repairs done by Schrock Repair.

### **Pool/Lodge – Director Masters**

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**Lodge:**

- New floor complete
- New projector/TV in the works.

**Pool:**

- Pool Open – there's a leak.
- Adult Swim – Jenny Campbell is in charge of 3 days a week.

**Outdoor Amenities – Vice President Stalzer**

- Septic tanks were brought up to code at the Lodge and campground.
- Septic tanks pumped at beach, lodge, and campground.
- Estimates submitted for maintenance building septic updates and for closing the RV dump at the campground.

**Office Organization/Website Admin/HR – Cristy Hasty**

- The office has been working on getting pool documents ready for the website, working with the pool head lifeguard on all lifeguard paperwork & ordering concessions, etc. for the summer season.
- Website updates: pool info, fish info, added Trash Info to be viewable from the app.
- High volume of lodge rentals for graduation parties in May & June.
- Secretary Hasty has been working on estimates for keyless entry/key management for all HLA keys.
- Office has been busy assisting with getting the pool ready – concessions, forms for lifeguards, postings on FB & website.
- Website updates: 2024 Schedule of Fees, specifically SSA Assessment/Road Fund info; working with Hollehock Designs clarifying website functionality (notifications/photos-links/search feature).
- Still high volume of lodge rentals for June.
- Three pool rentals for June / 1 for July.
- Upcoming office closings:
  - Wednesday, June 26 – closing early (4:30)
  - Wednesday, July 3 – closed
  - Thursday, July 4 – closed for the holiday
- Office Stats:
  - 14 - Real Estate Transfers YTD
  - 814 - Vehicle Stickers YTD
  - 44 – Pool passes YTD

**Building/Zoning/Security – Bob Porter**

**Security:**

- 0 tickets for no stickers on vehicles parked at the boat ramp
- Letters for cleanup and or vehicle removals went out to:
  - 300 Brandy Dr. and 443 Heritage
- Discussion for security for 4th of July
  - I plan on having Wade and Randy work 10-2 on Thursday and Saturday (4th is on a Thursday, Flotilla is on the 6th (Saturday) hopefully we can get some evening hours

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out of them. Tiffany agreed to reach out to the Lifeguards. We are looking for volunteers but based on the volunteer turnout from last year I am not too hopeful.

**Member Questions**

Member Weir was present to discuss the recent lot sale at 3 King James Rd. Per the email sent to the office, the member was charged the SSA road fee that is on the property tax bill because the title company was confused by what was stated on the HLA website. The HLA website has since been updated for clarity. Member Weir asked if HLA can reimburse the members. After some discussion, the board stated there would not be a reimbursement due to the title company error. The property taxes in question were from 2023, and that was clearly stated on the property tax bill. The board stated that the title company should correct their error.

**Executive Session:**

Not needed.

**Meeting Adjournment:**

Motion to Adjourn at 7:14 pm

Motion by: Director Cagle

Seconded by: Secretary Hasty

Vote Tally: 5-0