

Dollar Point Association
Board of Directors Meeting
Dollar Hill Professional Building
3000 North Lake Blvd., Suite 4, Tahoe City, CA
July 8, 2016
Final Minutes

1. Call Meeting to Order

President Mitch Packard called the meeting to order at 8:07 AM. A quorum was established. Board members present were Mitch Packard, Steve Owles, Pat Cala, Debbie Nicholson, Carol Wilmar, Pete Newell, and Pat Tweedy. Others present were Dean Headley, Legal Counsel. Guest present was Steve Wood who arrived at 8:00 AM. Jesse Chaney and Ashley Lucas arrived at 9:00 AM. Debbie Nicholson will take the minutes.

Email actions acknowledged and recorded: 1) Board approved Tapco Construction's revised proposal to install the new water line at the beach in the amount of \$11,990.00; 2) Mitch and Steve approved Peak Landscape's proposal to root prune the large willow at the pool in the amount of \$1,201.00; 3) Mitch and Steve approved Peak's proposal to install 12 yards of "walk on" bark in the planters surrounding the pool in the amount of \$1,176.00.

Steve Wood, homeowner, Lot 486, was present to report on problems he sees with the maintenance and cleaning of the beach. He is at the beach regularly, sometimes twice a day. He explained that he was on the Board many years ago and knows how things should be done. He commented on many items not being taken care of, and seeing employees sitting around not doing things that need to be done. He asked if employees had checklists of what needs to be done. He provided a list of additional concerns of tasks not being completed at the beach. Another concern of his was the lawn at top. The Board explained the water line problem that contributed to the lawn and several problems at the beach.

Dean Headley commented that there have been overall problems with the staff this summer and that the tennis courts have been abysmal. One positive point is that employees have been friendly and polite. The Board thanked Steve for bringing his concerns to their attention and assured him they would look into his concerns.

After hearing Steve's report, the Board went into discussion of what can be done to improve things this summer. The Board agreed that they need to work with Jesse to be a better manager. Further discussion will be had after Jesse's recreation report.

2. Approval of Draft Minutes from May 20, 2016

It was moved by Pat Cala and seconded by Carol Wilmar to approve the May 20, 2016 minutes as presented. Motion carried unanimously 7-0.

3. Recreation Supervisor's Report

Jesse and Ashley were present to give a report on the recreation activities this summer. Jesse reported that the 4th of July went well but was very hectic. He acknowledged there were some complaints at the beach, but believes this was at 8:30 AM before the staff had a chance to get chores completed. He confirmed that the beach staff does have a list of daily duties to follow. Both Jesse and Ashley go back and forth between pool and beach to do checkups.

Jesse talked about issues that Steve Wood has brought up to him in the past. He described the comments as lots of little things such as weeds around the picnic tables and toilet paper dispensers not working properly. He explained that they have weeded a bit, and the Board cautioned that some plants that look like weeds might be protected species, and to use caution there. Each of the Board members agreed to visit the beach and bathrooms to check on conditions. Dean mentioned that he was at the beach on Saturday and Sunday mid-day and thought the beach looked clean and orderly.

Jesse also reported that there are two pier attendants who were hired to drive the boat, but are not allowed to now, apparently because of DUIs on their driving records. We have insurance requirements that prohibit having employees with bad driving records from driving the boat. Debbie Wolf will be asked to look into what is our insurance policy's exact requirement.

Thongs at the pool were discussed. Both Jesse and Ashley confirmed that there have been a couple instances, but not a big problem. There was one complaint by a homeowner. The Board decided not to put up a sign, not going to take any action right now.

Other activities at the pool were discussed, including Friday Fun Days, Monday Arts & Crafts, and the Art & Wine evening on Wednesday, July 20th at 5:00 PM. Staff will be needed for that event. Evening pot lucks are not being held anymore because there is not as much interest as in the past.

Tennis was discussed. There have been homeowner complaints about cleaning times for courts, keeping trash emptied. Dean met with Jesse to work on how to clean, timing of cleaning. Due to water issues, Jesse has instructed the staff to wash every other week. Staff will clean by sweeping and emptying trash as needed, at least weekly.

4. Annual Meeting Procedures

Check in procedures for the annual meeting were discussed. Jesse is prepared to have enough staff on board that evening. An email blast will be sent out to the members about upcoming events, including the annual meeting. It will be announced at the meeting that member directories are available, and a check off list will be provided to staff and/or the committee who hand out the directories.

After Jesse and Ashley left the meeting, the Board decided that the personnel committee may not need to meet with Jesse. There was extensive discussion in the meeting about Jesse's procedures with staff and how it is working. He seems to have detailed lists of what staff is to do already in place and is working on making things run more smoothly. He and Ashley have new lists for the bathroom cleaning. It is posted and staff is to initial at each visit. Debbie Wolf will be encouraged to visit the beach and pool/tennis on occasion to "manage by walking around."

5. Beach & Pier Committee Report

a. Water Line Replacement

Steve reported that we are waiting on the permit from TRPA. Tapco proposed doing the project after Labor Day, but the Board would prefer not to wait that long. Debbie Wolf has been keeping in touch with Abigale at Kaufmann Planning, who is working with TRPA on the permit.

b. Boston Whaler

Steve reported that the Boston Whaler is running well now. He suggested replacing the cushions after this summer season.

6. Other Business

a. Action Items Pending

- i. Pete Newell will contact Jan Brisco regarding a law firm recommendation re: buoys. He has not been able to do this yet.
- ii. Entry project – nothing to report – Mitch will continue to follow-up with Steve Walton.

b. Tennis Courts

Dean reported that the lower courts are on schedule to be resealed and repainted in 2018, but work was not done in 2014 as had been scheduled because they did not need it then, so we are two years behind. Pat Cala confirmed that it is in the budget to reseal at \$14,561 and repair at \$23,378. There is also an amount for the upper court resurface, but we are not resurfacing the upper courts this year. They are in good shape. New windscreens have been ordered for the upper courts. Dean reported that we have a proposal from Colorcrafters of approximately \$17,000 to repair cracks, reseal and repaint lower courts. This is within budget.

It was moved by Debbie Nicholson and seconded by Mitch Packard to approve this proposal and go ahead and schedule this work to be done in the spring of 2017. Motion carried unanimously 7-0.

c. Office Help

The Board discussed hiring an assistant in the office to help back-up Debbie Wolf in her absence. The first step is to have Debbie prepare a list of passwords, access to computer and files, and key contacts for service providers. It was also suggested to have an extra key to the office in case of an emergency, such as has come up today. Mitch will discuss with Debbie.

7. Next Meeting Time and Adjournment

The next meeting will be scheduled to elect officers sometime in mid-August by a poll of the directors.

It was moved by Debbie Nicholson and seconded by Pat Tweedy to adjourn the meeting at 11:30 AM. Motion unanimously carried 7-0.