



WEBSITE COPY
for
REGULAR BOARD MEETING

November 16, 2019



BOARD OF DIRECTORS MEETING
NOVEMBER 16, 2019 – 8:30 AM – CLUBHOUSE

PUBLIC AGENDA	PAGE
1. Call to Order – (8:30 am)	
a. President’s Report (establish quorum)	
2. Member Comment (8:35 am) Limited to a maximum of 3 minutes each	
3. Secretary’s Report (8:50 am)	1-5
a. Approve Minutes, October 12, 2019 Regular Meeting	1
b. Approve Minutes, October 19, 2019 Budget Meeting	2-5
4. Correspondence (8:55 am)	6
5. Financial Reports (9:00 am)	Previously Delivered Electronically
a. October Financial Highlights	
b. Approve Financial Statements for September & October 2019	
6. Committee Reports (9:10 am)	7-13
a. Architectural Committee	Activity Report 7-8
b. Clubhouse Committee	Activity Report 9-10
c. Election Committee	No Activity --
d. Employee 401k Investment Comm.	No Activity --
e. Finance Committee	Activity Report 11
f. Firewise Committee	Verbal --
g. Golf Committee	No Activity --
h. Long Range Planning Committee	No Activity --
i. Music Program	No Activity --
j. Nominating Committee	No Activity --
k. OHV Committee	Verbal --
l. Personnel Relations Comm.	No Activity --
m. Pickleball Committee	No Activity --
n. Security Committee	Activity Report 12-13
o. Tennis Committee	Verbal --
7. General Manager’s Report (9:30 am)	14
8. Unfinished Business (9:45 am)	--
9. New Business (10:15 am)	15-17
a. 2020 Business Sticker Proposal	15-17
b. 2020 Reserve Purchase – Golf Maintenance Snow Blower	17
10. Executive Session (10:30 am)	--
a. Member Appeals/Hearings	--
b. Legal	--
c. Personnel	--

NOTES

LACC BOARD OF DIRECTORS MEETING OF:

SUGGESTIONS-COMMENTS-ISSUES

If you wish a call, please fill in your name and telephone number and we will call you. It is a goal of this Board of Directors to improve communications.

NAME (Optional)

TELEPHONE NO (Optional)

3. SECRETARY'S REPORT

**Lake Almanor Country Club
Board of Directors 2020 Proposed Budget Draft II Review**

DRAFT Meeting Minutes
OCTOBER 12, 2019

Board President, Jim Craig, called this duly noticed regular meeting of the Lake Almanor Country Club Board of Directors to order at 8:30 am at the Firehall #2. There was a quorum present with Vice President, Steve Fleming, Treasurer, Ed Organ, and Directors Dale Kiriaze and Doug Bui in attendance. Secretary, Ruthie Hinman and Director, Rich Rydell were absent. Also present was General Manager, Scott Devereaux. Recording Secretary, Brenda Stoner, was absent.

Member Comment

None

Budget Draft II Review

General Manager, Scott Devereaux walked Directors through the major changes from Draft I to Draft II. These included removing the Deer Creek Resources Proposal, Driving Range Netting and new tennis windscreens. Additional money was added for fire safety and a number of minor changes were made throughout. Directors were given the three pie charts that were part of the town hall meeting outlining where revenue comes from and where expenses go. There were general discussions regarding the security vehicle, golf tractor, Clubhouse roof and fire safety funds. Directors asked about a new business sticker proposal and Devereaux responded that he and Gaither would have something for the Board to review in November.

This meeting adjourned at 9:25 am. The next regular meeting of the Lake Almanor Country Club Board of Directors is scheduled for October 19, 2019 to be held at Firehall #2 at 8:30 am.

Respectfully submitted,
Brenda Stoner
Recording Secretary

Approved:

Ruthie Hinman, Secretary

DRAFT

**Lake Almanor Country Club
Board of Directors
Meeting Minutes
October 19, 2019**

Board President, Jim Craig, called this duly noticed regular meeting of the Lake Almanor Country Club Board of Directors to order at 8:30 am at Firehall #2. There was a quorum present with Vice President, Steve Fleming, Secretary, Ruthie Hinman, Treasurer, Ed Organ and Directors Doug Bui and Dale Kiriaze in attendance. Rich Rydell was present via conference call. Also, present were General Manager, Scott Devereaux and Recording Secretary, Brenda Stoner.

PRESIDENT'S REPORT:

Craig requested that people turn off their cell phones for the duration of the meeting.

MEMBER COMMENT:

None

SECRETARY'S REPORT:

Organ made a motion to approve the minutes of the September 21, 2019 regular Board of Directors meeting. Fleming seconded the motion which passed unanimously. Bui made a motion to approve the executive session minutes of the September 21, 2019 Board of Directors meeting. Organ seconded the motion which passed unanimously. Hinman read a statement that during the executive session of September 21, 2019 meeting, the Board of Directors of the Lake Almanor Country Club discussed Personnel and legal matters.

CORRESPONDENCE:

None

FINANCIAL REPORT: Organ read the Financial Highlights for September 2019 to the members. The financial information can be viewed on the LACC website at www.lacchoa.com.

COMMITTEE REPORTS:

Architectural Committee Chair, Cliff Shelton, gave the report. He said no variances were reviewed in September for a year-to-date total approved of 3 vs 2 last year and a year-to-date total denied of 2 vs 1 last year. 8 plans for permit to construct were reviewed in September for a year-to-date total of 80 vs 87 last year. 1 large addition was reviewed and approved for a year-to-date total of 3 vs 2 last year. 1 separate garage, minor addition/driveway was reviewed and approved for a year-to-date total of 12 vs 16 last year.

401k Investment Committee Chair, Scott Devereaux, gave the report. The 401k is approaching \$500,000 in total assets. More investments will be available when the total assets reach \$1,000,000. There are 31 total participants and 27 active participants. Most participants are over the age of 50 and 4 people are under the age of 50.

Firewise Committee Chair, Barbara MacArthur gave the report. She said they had a meeting on Wednesday, October 16th and had 10 people in attendance. They discussed:

- Road right-of-way thinning.
- The \$20,000 that was earmarked for fire safety and wondered what they could use it for. Devereaux said, once budget is approved, they will need to decide the specific projects they want to complete.
- A meeting on the 28th of October at 10:30 in the LACC conference room that she and Organ will be attending along with Devereaux, Stoner and a PG&E representative.
- Town Hall events.
- Putting together a few bullet points at a time to the board on the progress they are making and also writing letters to the board to keep them up-to-date.
- Inviting Pen Fire Chief and Battalion Chief, as well as, CalFire, Chris Christopherson to attend all of their committee meetings.

MacArthur pointed out that it is very important to alert your insurance carrier that you live in Lake Almanor and not in Westwood. Even though they both share the same zip code, they are rated much differently and it may cost you more if they have you listed in Westwood. Devereaux said that a CalFire inspector was in the community, earlier in the week, and they are using a tablet/software package gathering pertinent information, such as roof type, gutters, and various other information pertaining to each property so they will have this data in place next year when they do their inspections.

OHV Committee Chair, Scott Rasner, gave the report. The committee will be contacting Federal, State and local governments gathering information to come up with a solution to the OHV issue.

GENERAL MANAGER'S REPORT:

Devereaux gave the report. He said he has been working primarily on the budget. The golf course has undergone aerification and will close on Monday October 28th. He is working on the recruitment of a new Golf Pro and has put together a small search committee to do this. He has a meeting on November 18th with the PGA regional person, who will visit us and look at the course and gather statistics so she can use her database to try and find someone that would be a good fit for our new Golf Pro. Devereaux said he will also advertise in the Phoenix and Reno areas.

Maintenance has been completing the road striping. He said he wasn't very happy with the road work we just had completed but it seems to be settling down a bit. He has made notes and going forward will have a more detailed/standardized quote package to send out for bid. Security is down to the basic staff for the winter.

The Clubhouse committee is working on many interesting events. They are going to try a small trick-or-treat event at the clubhouse. They are working on a kid's craft day between Christmas and New Year's and will still have the chili and chowder cookoff as well as a miniature golf tournament sometime in the Spring.

Devereaux has formed an ad-hoc committee to look into the clubhouse renovations.

Food & Beverage is closing on October 25th. They will have the Halloween event on Saturday, October 26th and be closed for the season after that function.

OLD BUSINESS:

a. Approve 2020 Budget

i. Annual Dues

Hinman made a motion to approve the new annual dues for 2020 in the amount of \$1,695. Fleming seconded the motion which passed unanimously.

ii. Fees

Organ made a motion to approve the 2020 Fee/Fine Schedule. Hinman seconded the motion. Discussion followed and Bui wanted to make sure that the change for the B-stickers was brought to the next meeting to approve. The motion passed unanimously.

iii. Budget

Hinman made a motion to approve the 2020 Proposed Budget Draft III dated October 14, 2019. Fleming seconded the motion which passed unanimously.

b. Clubhouse Renovations

Devereaux gave a brief report. He has formed an ad-hoc sub-committee and Mark Crager and he are co-chairing this committee. They met with an architect out of Truckee that has worked with Lake of the Pines and Lake Wildwood. He met with the owner and one other associate on Friday, October 4th. He thought they would be very easy to work with. As it turns out, we had drawings for the clubhouse, which was originally built in 1985 and remodeled in 2002 after a kitchen fire. The drawings will save money on the front end because the architects know how the building was built and won't spend hours of time working up an as-built plan. Devereaux explained he would like to see an expansion of the bar and patio and give the overall feel of a lodge on the inside of the clubhouse. The architects are preparing a proposal, which will take approximately 3 weeks and will provide some preliminary drawings and costs estimates. Crager also met with a member in the community that has an architectural firm out of Reno and they are putting together a proposal, as well. Organ said he was impressed with the firm and especially how the wife of the owner had previous restaurant experience, so she knew how this should be set up. Sylvester asked for some sketches so that the membership can see a couple color renderings. It was suggested that this go out to bid for practical design feedback. Devereaux would like this to be a community project. There was discussion about an interior facelift vs a complete re-construction. Devereaux said anything over \$200,000 will require a vote of the community.

NEW BUSINESS

Association Elections Policy

Devereaux said that Ferguson, Stoner and himself put together a plan to count ballots in future elections based on some problems encountered during the last election. Devereaux then reviewed the policy that was being proposed.

Organ made a motion to approve the Ballot Tabulation Policy BD-5. Bui seconded the motion which passed unanimously.

2020 Reserve Expenditures – Snow Plows

Devereaux asked the board if he could purchase the 3 snow plows that are on the 2020 Replacement Reserve Fund Requests now so they could receive the equipment as soon as possible, hoping it would arrive before the snow starts to fall. Hinman made a motion to approve the early purchase of the 3 snow plows out of the 2020 Replacement Reserve Fund Request. Fleming seconded the motion. Discussion followed regarding the V plows being replaced with straight plows and how the old equipment was going to be retired or sold. Shelton requested that members be alerted, via the LACC website, of LACC used equipment that was for sale and given the ability to bid on this equipment. Devereaux said that could be accomplished by a sealed bid process. The motion passed unanimously.

This meeting adjourned at 9:22 am. There was no executive session to follow. The next regular meeting of the Lake Almanor Country Club Board of Directors is scheduled for November 16, 2019 to be held at the Clubhouse at 8:30 am.

Respectfully submitted,
Brenda Stoner
Recording Secretary

Approved:

Ruthie Hinman, Secretary

4. CORRESPONDENCE

Porter & Lasiewicz CPAs
3355 Cochran Street, Suite 101
Simi Valley, California 93063
(805)433-6022 Fax (805)426-8177
www.PL-CPAS.com

October 22, 2019

Board of Directors
Lake Almanor Country Club
501 Peninsula Drive
Lake Almanor, CA 96137

Acknowledgement of Audit Services Agreement Extension

We have previously provided you with an engagement letter dated **June 28, 2018** in connection with the services we would provide for **Lake Almanor Country Club** for the year ended **December 31, 2019**.

No information has come to our attention that would cause us to believe that the terms of that preceding engagement letter need to be revised for the current engagement. We therefore confirm that the terms set forth in the engagement letter dated **June 28, 2018** will govern the current services we are to provide for **Lake Almanor Country Club** for the year ended **December 31, 2019**.

This letter serves as acknowledgement of our extension of audit services agreement for the year ended **December 31, 2019**. Our original three-year agreement covers the period **2018-2020**. The fees for the year ended **December 31, 2019** are **\$7,600** for audit services.

Sincerely,



Gary Porter, CPA

5. FINANCIAL REPORT

Board Members should have reviewed the financial statements in the portal on the website.

6. COMMITTEE REPORTS



ARCHITECTURAL REVIEW COMMITTEE

Lake Almanor Country Club
 501 Peninsula Drive
 Lake Almanor, CA 96137

COMMITTEE ACTIVITY REPORT – SEP 2019

Board of Directors
 Lake Almanor Country Club
 501 Peninsula Drive
 Lake Almanor, CA 96137

Dear Board Members:

ARC activity for SEP 2019 Year to Date, is as follows:

	<u>PRIOR</u>		<u>2019</u>	<u>PRIOR YR</u>
	<u>MO</u>	<u>SEP</u>	<u>YTD</u>	<u>YTD</u>
Variences Reviewed and Approved:	0	0	3	2
Variences Reviewed and Denied:	1	0	2	1
Plans for Permit to Construct Reviewed & Approved:	11	8	80	87

	<u>PRIOR</u>		<u>2019</u>	<u>PRIOR YR</u>
	<u>MO</u>	<u>SEP</u>	<u>YTD</u>	<u>YTD</u>
New Homes (including Guest Homes)	2	0	7	6
Large Additions	0	1	3	2
Separate Garages, Minor Additions, New Driveways	0	1	12	16
<u>Other: Septic Systems, Trams & Miscellaneous</u>	9	6	58	63
TOTALS	11	8	80	87

Respectfully submitted,
 Architectural Review Committee

Cliff Shelton
 Chair
 cc: ARC Members

COMMITTEE ACTIVITY REPORT – SEP 2019

Attachment

Plans for Permit to Construct – APPROVED IN SEP:

1140 PENINSULA DR	SEPTIC (REPLACE LEACHFIELD)
941 LASSEN VIEW	RE-ROOF
721 PENINSULA DR	RE-ROOF
1207 LYNX RD	RE-ROOF
1259 PENINSULA DR	MINOR ADDITION
612 CLIFFORD TRAIL	MAJOR ADDITION & CARPORT
902 CLIFFORD DR	RE-ROOF
640 E MOUNTAIN RIDGE	MISC-HARDSCAPE-LANDSCAPE

Clubhouse Committee Meeting Agenda
Thursday, October 10, 2019, at 3:00 PM

Call to order at: 2:55 PM

I. Old Business:

A. Minutes of Thursday, September 12, 2019. Gary made a motion, and Donna Kennedy seconded the motion to approve the minutes.

B. Past Events

1. Chuckwagon/Country Western Dinner/Dance update: Well attended and a lot of new people.

2. Golf Cart Scavenger Hunt: Well attended, including families with young children. Will do event next year about the same date. Possible dates either Sunday, 10/4/20 or 10/11/20. We could have a kids' potluck table.

C. Upcoming Events:

1. Halloween Party: Saturday, October 26, 2019: Debbie Stebbins. Thirty-two tickets sold to date. Menu: lasagna (meat or vegetable), garlic bread, Caesar salad, cobbler, etc. Debbie and Mike will purchase paper napkins. Music by Gilly. Maintenance will put down dance floor that morning. The limit is 86. Can sell more tickets but people will sit in casual area. Group will show up in the morning on the 26th to set up. Cut off to buy tickets is 10/23/19.

2. Paint & Wine: November 9, 2019, Clubhouse, 1:00-5:00. The instructor suggested participants wear dark clothes, and paint will not get on the carpet.

3. New Year's Eve: Joanne Ness is the chair. Jessie King will come up with a theme.

4. Chili Cook-Off: Saturday, January 18, 2020. Scott talked with Jeff Lemons regarding electrical. Jeff will put together a layout of what we can use and how many items can be on each plug. Start advertising now—at least two months before the event.

5. Super Bowl Party: Sunday, February 2, 2020 Potluck. Diane is the chair.

6. Chowder Cook-Off: Saturday, February 15, 2020. Cheri is the chair. It will be opened up to a variety of chowders.

7. Putt-Putt Contest: Saturday, February 29, 2020: Potluck. Scott and Mike are the chairs.

8. Catered Thanksgiving Dinner – Jason and staff are unable to cook on Thanksgiving Day. Jason offered to cook the weekend after. What about weekend before? No, we decided today that we are not going to plan a meal before or after Thanksgiving.

9. David May - possible entertainment for event at clubhouse. Play music on the patio on Wednesdays and/or Thursdays from 5:00 PM to 7:00 PM starting in June of 2020: 6/18/20, 6/25/20, 7/9/20, 7/23/20, 7/30/20, 8/6/20, 8/27/20. If he plays on Fridays, we could try 6:00 PM to 8:00 PM. Make sure Margo is given the dates.

10. Outside Clifford's sign – is now installed and beautiful! The lighting will not be installed until spring of 2020.

11. Clubhouse - update on budget items? Improvements/renovation of clubhouse. Last Friday the Long Term Planning Committee met with the architect engineer Kurt Reinkins from MWA, Inc. He is from the same architect group who designed Wildwood and Lake of the Pines. Kurt appears to be easy to work with: listens, had his own ideas how to accomplish our goals. Kurt will give us an outline of the time schedule and estimate what the fees will be. Kurt took a

lot of pictures and inspected the building. He was impressed with the condition of the clubhouse. Improvements were made in 1985, and in 2002, the clubhouse expanded again—due to a fire. They are also willing to work with local architects—who can “sub out” some of the work to shave the costs. Some examples of improvements could be putting beams in ceiling and overhang roof for patio. Ralph Anderson had the plans digitally copied and gave to the architects. There are members, from Reno, who are architects who are interested.

12. Ice skating rink – Susan Bryner is the chair for this project. Susan is working with the Lake Almanor Community Foundation and Chester Chamber of Commerce. They have approached the owner of property next to Lassen Gift Store for a Town Center

13. Ping Pong tables. Scott found one LACC table but needs to check condition. Muffi and Doug Bui have a table they are offering to lend LACC for the winter.

II. New Business:

A. Upcoming Events:

1. Children Halloween: Ladies have volunteered to set up tables at the clubhouse on Sunday, October 27, 2019 to hand out candy, around 2:00/3:00 PM . Could be 12-24 full time kids living in Country Club. Val’s husband is school bus driver and possible he can give us a count.

2. Children’s crafts: Jenny Reynolds has volunteered to teach during winter break, Dec. 21 thru Jan. 4. Joanne will ask Jenney what date/dates will work for her and to give Jessie a call.

3. Ping Pong table: Doug Bui has offered a ping pong table for use at the clubhouse during winter months.

4. November Clubhouse Committee meeting: Meeting was moved to Thursday, November 21, 2019.

People in attendance:

Joanne Ness, Ed Organ, Jessie King, Cheri McCrimmon, Kristy Cox, Scott Devereaux, Gary Hobbs, Margo Ormiston, Donna Kennedy, Muffi Bui, Lynn Shelton, Mike Stebbins, Wanda Gray

Meeting adjourned 3:51 PM.

Next meeting: Thursday, November 21, 2019, 3:00 PM

Cynthia Jensen

From: John Oehler <jjoehler@yahoo.com>
Sent: Friday, November 1, 2019 9:26 AM
To: Cynthia Jensen
Subject: Finance Committee - Report for October Board of Directors Meeting

Hi Cynthia:

Please include the following comment to the Board of Directors on behalf of the Finance Committee:

"The Finance Committee recommends separate accounting for the Bar and Restaurant, rather than the current combination under the Food & Beverage Department."

Thanks very much!

Best wishes,

John Oehler

Security Activity Report for October 2019

For the month of October 2019, Security patrolled 3206 miles inside of LACC and recorded 153 miles traveling to Chester (bank deposits, newsletter).

Three reports of suspicious circumstances: Ladder against house, golf cart dumping trash, TV on- residents gone, vehicle driving slowly: all incidents code four.

Stolen this month: possibly 50 gallons of gas from golf cart garage.

Assisted Sheriff Patrol with alarm activation.

Unfounded Complaints: Feeding wildlife-owner cleaning up apples, noise on dock-workers removing for season, workers at home.

Performed three welfare checks: All code four.

Provided assistance to citizens on two occasions: Check surveillance video for donkey leaving LACC, delivered message to resident.

Three incidences of unsecured premises: one open back door, Jason's office(2x).

Issued warnings for 3 speeding violations, one failure to stop(G/C)

Responded to three medical calls, one wildland fire(outside LACC property)

Vehicle parked in road causing hazard.

Performed 40 deliveries of paperwork, deposits, and packages.

One report of dog at large, two lost dogs recovered.

Three warnings issued for rules violations-"Feeding wildlife", Using driving range after hours, tailgating.

Twenty-one citations issued: tree/property conditions(18), trash cans, boat stickers.

Five contractor violations: After hours work, speeding, speeding by trucks working for LACC contractor.

Two alarm activations: homes-code 4.

Respectfully submitted, Tom Gaither-Director of Security

SECURITY ACTIVITY REPORT

Activity	Unit #15: 1989	Unit #16: 618	Unit #17: 599	Total Miles= 3206	Comments: Plus 153 miles outside LACC
	#				
Burglary					
Break Ins					
Suspicious Circumstances	111				LADDER @ HOUSE, GOLF CART DUMPING TRASH, TU ON RESIDENTS GOLF - CASE 4 SLOW DRIVING VERMONT
Petty Theft	1				GAS CAR GOLF CART GARAGE
Prowler					
Vandalism/Damage to entry gate					
Trespassing					
Sheriff Assist	1				
Malicious Mischief					
Domestic Violence					
Disturbing the Peace					
Unfounded Complaint	111				APPLES & TROUSERS REMOVED, NOISES ON DOCK - WORKERS, WORKERS,
Civil Matter					
Welfare Check	111				CAK RESIDENCE, 2 CASE 4
Citizen Assistance	11				WATCH SURVEILLANCE FOR STOLEN DONKEY, DELIVERED MESSAGE
Unsecured Premises	111				OPEN DOOR, JASON OFFICE (1)
Attempt to Contact					
Lost/Found Property					
Traffic Violations					
Traffic Warnings	111				SPEEDING @
Traffic Accidents					
OHV Violations					
Golf Cart Violations	1				STOP SIGN
Broken Water Pipe	1				
Fire/ambulance Calls	1111				FALL VICTIM, MEDICAL ASSIST, TRAFFIC CONTROL, WILDLAND FIRE, MED.
Open Burning Calls					
Road Hazards	1				TRUCK PARKED IN ROAD
Dog off-leash					
Dog at Large	1				
Dead animal	1				DEER ON 1ST FAIRWAY
Delivery of Papers/packages	1111				
Rules Warnings	111				"FEEDING WILDLIFE", DRIVING RANGE AFTER HOURS, TAILGATING
Rules Violations	111				TROUGH, BOAT STROKES
Contractor Violations	111				AFTER HOURS, SPEEDING, SPEEDING BY OUR CONTRACTOR
Arch. Violation/inspection					
Alarm Activation	1				MOTION ALARM - N/C

7. GENERAL MANAGER'S REPORT

General Manager's Report

November 2019

ADMINISTRATION

- 2020 Budget – Budget is complete and available on the website. Summary will go to all members with their invoice around Thanksgiving.
- 2020 Annual Disclosure – Update is nearly complete and this too, will be mailed with invoices.
- LACC Lots – Expect to advertise the two lots that LACC owns for sealed bids to the membership around the first of the year.
- 2019 Audit – Audit team will be out in December to conduct some of the testing required. Actual audit will probably be scheduled for February.
- Accounting Software – The company we are dealing with is experiencing hardware and system issues which is causing many delays in processing daily work on our end. They are working to resolve these issues.

GOLF

- Shop and course are closed for the season.
- Going into 2020, we will be looking at the idea of keeping the shop open later in the day during peak season.
- Next year, we will also revisit the idea of allowing limited golf play on the course after it officially shuts down.
- Exploring the idea of making a X-country ski trail on part of the golf course. If we move forward, would need to borrow a snowmobile to make the trail.
- Golf Pro Search – Have a search committee established and we are beginning to work on advertising this opening. Some are questioning the need for an actual pro which is something we will need to discuss.

MAINTENANCE

- Tree Work – Have used up available funds this year. Will pick this up again as weather permits in early 2020.
- Snow Plows – Are on order. Two smaller plows should arrive before the end of the year. Plow for the 5-ton truck looks to be delayed until February.
- Capital Road Work – While this year's work did not turn out as we had hoped, the chip-seal is holding up and should continue to smooth out over time. The main difference this year was we did not use the E-flex treatment for the micro-seal as there is no longer a regional processing plant for this product. Going forward, we will be looking at a different treatment program to determine if we can find a better alternative.

GENERAL

- PG&E Power Lines – Met with company representatives regarding their clearing of power lines along roadways. We encouraged them to be more aggressive with their removal efforts as opposed to just trimming. Will have to see how this goes.

8. UNFINISHED BUSINESS

9. NEW BUSINESS

MEMORANDUM

To: Board of Directors

From: Scott G. Devereaux, General Manager

Subject: Business Stickers

Date: November 5, 2019

This topic has come up a number of times and there appears to be support among Directors to modifying the present system and increase the fees.

There are a number of different directions we can go with this. There are also several things to consider. We will want to make sure that any new process is not burdensome on the contractors or the staff at the gate. We would not want to adversely affect the time it takes to process someone through the gate. We should also keep in mind that any increase in fees might be passed on to our members in terms of higher fees for services.

It seems likely that we will continue to spend money out of the reserve fund to update and improve our roads. Some of this can be tied back to contractor and larger trucks running the roads. Other factors, however, also come into play in terms of original construction, upkeep and environmental factors such as temperature changes and tree roots. We should attempt to strike a reasonable balance with fee increases.

Tom Gaither has outlined several options for the Board's consideration. Most of these can be implemented fairly easily and can be modified as Directors desire. The majority of our current stickers (which are valid for two years) are good through December 31, 2020. So, most businesses will not be impacted for another year. Those contractors who just use daily passes, however, would be impacted beginning January 1, 2020.

LACC Security Department

Business Sticker Proposal

During recent conversations it was suggested that we need to restructure our current Business (B) sticker Program to be more efficient and a better revenue source. After lengthy discussions with staff members, we would propose the following:

Renewal cycle would revert to an annual purchase. All current "B" stickers would remain valid until 12/31/2020.

"B" stickers cost would be raised by 25% to \$20 annually.

If desired by the Board, in addition we could charge "large" commercial vehicles at an increased rate of \$50 annually. There would need to be a determination as to which vehicles would be categorized as such. Vehicles which provide a service to all members such as UPS, Fed-Ex, propane and fuel deliveries would remain exempt from fees. However, we currently have provided "B" stickers to concrete mixers and septic pumpers at no cost- this should be rescinded. In addition, infrequent delivery vehicles- freight trucks, furniture deliveries, landscape & construction material deliveries would be exempt.

We would no longer provide daily "work passes" for free; all vehicles which have not purchased a "B" sticker would be required to purchase a pass for \$5 which is valid for the work week involved (Mon-Sat). This could potentially present a slowdown of entry in the morning leading to the addition of another gate attendant to handle increased workload. An alteration of our bookkeeping procedures could alleviate this somewhat: instead of issuing a written receipt for each transaction, we could designate the pass as their receipt and make a mass accounting of passes at the end of shift.

Lake Almanor Country Club

MEMORANDUM

To: Board of Directors

From: Scott G. Devereaux, General Manager

Subject: Reserve Expenditure – Snow Blower

Date: November 6, 2019

Staff is busy preparing for the upcoming winter and snow season. We've noticed that the golf maintenance snow blower is on its last legs and is very hard to work with right now. One of the primary uses of this snow blower is to keep the staff parking spaces cleared at the administration offices.

As this is scheduled for replacement in January, we would like permission to purchase it early and have it available for when the snow comes. It will be purchased from Diamond Saw Shop in Susanville for a final price of \$2,790 (budget \$2,900).

10. EXECUTIVE SESSION