



STAFF REPORT

DATE: April 20, 2023

TITLE:

Proposed Changes to the Architectural Standards Fee Schedule – 45-Day Member Notification Request

RECOMMENDATION:

By Motion:

The board of directors approves publishing a 45-day member notification of proposed changes to the Architectural Standards Fee Schedule as detailed in EXHIBIT B.

BACKGROUND

Pursuant to Tahoe Donner Covenants and Restrictions Article V Environmental and Architectural Regulation, modifications to the architectural standards fees and fines must go out for 45-day member notification prior to the board of directors' consideration and approval.

The Architectural Standards Committee and staff are requesting the board of directors consider approving a 45-day member notification of proposed changes to the Architectural Standards Fee Schedule.

ANALYSIS:

The Association is allowed to charge fees related to the cost of inspection/plan processing and deposits of improvements to lots in Tahoe Donner. (C&R Article V section 5(e)) These fees are found in the Architectural Standards Fee Schedule, which is reviewed on an annual basis by the Architectural Standards Committee and staff as part of their regular business and the annual budget cycle.

From time to time, recommendations to change the fee schedule are made due to changes in business dynamics, and efficiencies gained decreasing staff time and improving member experience. Similarly, recommendations for changes are made due to economic impacts such as inflationary factors hitting direct costs to the operation including minimum wage increases year-to-year, gasoline prices, cost of technology and mail, etc. No changes to the fee schedule have been made since 2020, which, at the time, included a reduction to some of the fees. In this case, this was due to gained efficiencies through technology.

Staff presented a preview of the proposed changes to the Architectural Standards Fee Schedule at the March 24, 2023, board meeting (EXHIBIT A) in anticipation of a request to publish a 45-day member notification to the membership of proposed changes. Staff detailed during the presentation that the Association has seen significant cost pressures which, up until now, had not been addressed in the architectural standards fees. Thus, the committee and staff recommend minor adjustments to some of the fees to recoup costs associated with project review and processing while being conscious of keeping a value approach to the member services provided. The board of directors did not request any modifications to the proposed fee changes at the March meeting. See EXHIBIT B for proposed changes.





OUTREACH:

Staff presented a preview of proposed fee changes to the board of directors at the March 24, 2023 board meeting with the presentation made available to the membership. Pending board approval, a 45-day member notification will be published in the next available TDNews and on the Tahoe Donner 45-day notice webpage. The membership will be afforded the right to write in and be heard at a future board meeting to submit member comments.

FISCAL IMPACT

None

ALTERNATIVE:

The board has a number of alternatives:

1. The board may reject the request to publish the 45-day notification; or
2. The board may direct staff to publish the 45-day notification with modification to the draft fees.

ATTACHMENTS:

Exhibit A: March 24, 2023, Presentation – Architectural Standards Fee Schedule

Exhibit B: Draft 45-Day Member Notification – Architectural Standards Fee Changes

Prepared By: Annie Rosenfeld, Director of Administrative Services

Board Meeting Date: April 28, 2023

General Manager Approval to Place on the Agenda: _____

