

Minutes for the Board of Directors Meeting
Graeagle Meadows Homeowners Association
Friday, March 24, 2023 (approved 04-21-2023)

I. Call to order and Roll Call

A regular meeting of the Board of Directors for the Graeagle Meadows Homeowners Association was held on Friday, March 24, 2023, beginning at 10:00 a.m. pursuant to the written Notice of Meetings. The meeting was conducted via ZOOM teleconference. Board members Dianne Buckhout, Larry Ferderber, Bob Markoja, Will Dickinson, Jim Hunting and Mike Curran were present on the call. Carey Castagnoli was absent. Keri Byrnes and Joleen Cline, Managers representing Cline and Associates were on the call as well as 3 association members. Joleen Cline served as recording secretary. Dianne Buckhout called the meeting to order at 10:07 a.m.

II. Approval of Minutes

a. November 4, 2022

After review, upon motion duly made, seconded and unanimously carried, the minutes of the November 4, 2022, meeting were approved as submitted.

b. January 13, 2023

Minutes have been posted as draft. The Board will review and vote on these minutes in April.

c. February 17, 2023

Minutes have been posted as draft. The Board will review and vote on these minutes in April.

III. Committee Reports

A. Administrative - Dianne

1. New/Other Administrative items

The Board held a discussion regarding information that is posted to the association website. Joleen suggested the Board utilize email to keep the community up to date on the upcoming sewer upgrade project. Dianne suggested a general schematic or aerial view of the community and where the major sewer disposal components are located could be of interest to the members.

Will reported he would be able to write email updates for the community when something notable has happened or is planned. Dianne reported she will work on a Spring community newsletter and will plan to report on the outcome of the special assessment vote at the same time.

2. Special Assessment Ballot measure update – Keri

Keri Byrnes reported we have had a phenomenal response and at this time 104 completed ballots have been returned. Only 30 members have not yet participated in the vote. The association certainly has enough ballots to be able to have a valid count on April 5. On that day, a meeting will be held at the Graeagle Fire Hall and the ballots will be counted during that open meeting.

B. Finance – Will

1. Approve Financial Reports for period ending 02/28/2023.

Earlier this week, Joleen provided financial reports for the period ending 02/28/2023 via email. The reports included a balance sheet, P & L Detail, and P & L vs. Budget report. Joleen reported as of 02/28/2023, the balance in the reserve account was \$563,316.01.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the financials for the period ending 02/28/2023 as submitted.

2. New/Other financial item

Will reported he has spoken with Browning Reserve Group and asked that they provide better communication in the future. Jim Hunting has volunteered to run with this item. There will be a site visit involved in this year's reserve study. After discussion, the Board decided that Jim will move forward with Browning Reserve Group at this time on the 2023 Reserve Study, and if they do not provide satisfactory service, we may move to another reserve company.

Will reported he would like to move some of the reserve funds into better interest-bearing accounts. Will suggested that the President, Treasurer, and Manager have signing authority for this new interest-bearing account. Joleen will work with Jim Hunting to investigate what is needed to open the account.

After review, upon motion duly made, seconded and unanimously carried, the Board moved to open an Investment Money Market Account. Authorized signers will be Will Dickinson, Dianne Buckhout, Jim Hunting, and Joleen Cline. The account will be funded with \$35,000 from the Five Star Bank Reserve account, and \$215,000 from the Plumas Bank Reserve Account.

3. Sewer/Septic Project Update

Will reported he is working closely with Dave Bachman, staff member Jared Recasins, and Shaw Engineering on the project and bid document. They plan to have documents ready for the board to review very soon. Plumas Sierra Rural Electric is planning to take a big pine tree down on Monday which is the start of the installation of the 3-phase power project. Will reported he is concerned that contractors may start to get backed up since they are getting a late start to their normal season. Darin reported additional storms may be coming in next week. We are waiting on McGarr Excavation to have time available to start the trenching work.

Will reported, with regard to construction impact, he would like the Board's input regarding where equipment and materials can be staged and how we can communicate with the members regarding the potential impact of the project. Darin reported we do have space near the highway next to the maintenance yard for equipment and material storage. There is also an area between Graeagle Meadows and Graeagle Golf for staging.

Darin reported he would draft a letter notifying the members about the planned summer construction projects and asking that they make their rental managers and tenants aware.

C. Operations – Darin O'Kelley, Operations Chairperson

1. New/Other maintenance items

Darrin O'Kelley reported we have had a lot of snow this year. The roofs aren't completely clear but snow accumulations have melted off quite a bit. We are expecting approximately another foot of snow next week. Chad and Jose have done a great job of keeping the roads, walkways and driveways clear.

We received a correspondence from an rental agency asking about unit inspections. The Board responded that the Association is not responsible to do any interior inspections, and that the owners are responsible to inspect their units on at least a monthly basis and report any exterior issues to the Board or Maintenance Manager.

Darrin reported he and Chad have identified a few used skid steers which are approximately 1/2 the cost of purchasing a new tractor from a dealer. It has been challenging to find a good used truck.

Darin reported he does not think our current snow plow truck will last into next year's winter season.

Darin reported we are preparing to go out to painting, decking, and roofing contractors for bids for planned reserve projects for this year.

D. Architectural Review - Dianne

1. Status of open ARC requests

Dianne reported the ARC committee had their quarterly meeting last week. They discussed 5 new ARC requests for items such as rain gutters, HVAC, additional outlets, bathroom remodel, railings, and heater installation. All requests were approved.

2. ARC Recommendation: Gas/Heater Research Board Discuss/Vote

Dianne reported the association attorney advised that the association cannot require that owners hire a contractor when the building code does not require it. Dianne recommended that owners require all installers provide proof of insurance. The committee suggests that the Board consider installation of a heating oil heater the same as an appliance. The labor cost portion of the installation is under \$500.00. Dianne reported the committee feels the HOA should not dictate who the property owner hires. The homeowner is responsible for the actions of the contract they hire as well as any injury sustained by the workman while they are working for the homeowner.

Larry reported based on the track record of the heating oil heater installer, and the opinions of our attorney and our insurance agent, the ARC plans to continue to allow these heaters to be installed by the installer of the homeowner's choice. It is not within the CC&Rs for the Board to require that a homeowner hire a licensed contractor for such installations.

Will reported the Board is being asked to discontinue requiring a license for heating oil heater installation. The Committee also reported they have several ARC policy items they will be recommending revisions for.

After motion duly made, seconded and unanimously carried, the Board moved to have the ARC discontinue requiring a license for oil heater installation.

See item D.5. below. The community will be noticed and have opportunity to comment before an official policy change is made

3. ARC Recommendation: Exterior Home Paint Scheme Reduction – Board Discuss/Vote

Dianne suggested the Board discontinue use of the Dark Brown, Merlot and Cedar (burnt orange) colors and continue only using Green, and Taupe. She reported the committee suggests the Dark Brown, Merlot and Cedar colors be phased out over time.

This item will be re-visited during the April Board Meeting.

4. ARC Recommendation: Trim Paint Reduction to Single Color – Board Discuss/Vote

Dianne reported we currently have multiple trim paint colors throughout the development. The ARC is recommending the Association discontinue use of all other trim colors other than dark brown.

After review, upon motion duly made, seconded and unanimously carried, the Board moved to phase in use of only dark brown trim for all homes.

5. ARC Recommendation: Return to Grape Stakes/Cedar Stakes Standard – Board Discuss/Vote

Larry reported the materials to build an enclosure for a mini split system are not readily available in a non-flammable product.

After review, upon motion duly made, seconded and unanimously carried, the Board moved that the requirement for vinyl material for enclosures be discontinued.

Joleen reported two of the discussion items discussed today constitute a change to policy. The members will need to be noticed and given 30 days to comment before the Board can vote to adopt a policy change.

The Board decided to move forward with notification to members after Bob has had opportunity to confirm with Chuck Bowman regarding “nothing flammable within 5 feet of a foundation.”

E. Data Base – Carey
No report

F. Safety/Firewise – Bob Markoja

1. Safety and Firewise update

Bob reported he is thankful for Graeagle Land and Water Company’s help with snow removal and for our staff keeping the hydrants open and clear of snow.

Bob also reported he has requested a “Fire Wise Community” sign that can be installed at the front entrance.

G. Rental – Mike

1. Rental committee update

Mike reported the rental committee is going to come back in May with some recommendations for a communication that should go out to all owners and renters about how to be a good neighbor.

Darrin reported they will be working with Keri to schedule with IMD to bring back the additional trash dumpsters into the community. Keri reported that generally occurs in the end of April – beginning of May time frame.

V. Homeowners Open Forum (Comments limited to 5 minutes per item) – non eligible for voting.

Kathy Carey reported she will forward a document to Dianne that is part of the Association of Realtor’s packet of purchase agreement documents that relates to the fire hardening requirements that have recently come into play.

VI. Adjourn

After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 12:04 pm.