

Minutes for the Board of Directors Meeting
Graeagle Meadows Homeowners Association
Friday, April 21, 2023 (approved 05-19-2023)

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, April 21, 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, Carey Castagnoli, Jim Hunting and Mike Curran were present on the call. Chad Simas, Operations Manager and Joleen Cline, Manager representing Cline and Associates were on the call as well as 10 association members. Joleen Cline served as recording secretary. Larry Ferderber called the meeting to order at 10:07 a.m.

II. Approval of Minutes

a. March 24, 2023

After review, upon motion duly made, seconded and unanimously carried, the minutes of the March 24, 2023, meeting were approved as submitted.

b. January 13, 2023

After review, upon motion duly made, seconded and unanimously carried, the minutes of the January 13, 2023, meeting were approved as submitted.

c. February 17, 2023

After review, upon motion duly made, seconded and unanimously carried, the minutes of the February 17, 2023, meeting were approved as submitted.

III. Committee Reports

A. Administrative - Dianne

1. New/Other Administrative items

No report

B. Finance – Will

1. New/Other financial item

none

2. Financial Report for period ending 03/31/2023

Will reported Joleen has presented the Board with an invoice for \$1,206.91 for additional costs for labor and paper supplies related to the special assessment. After discussion, the Board approved payment of the invoice.

Joleen reported we have already received many special assessment payments. Will reported he was overwhelmed by the positive response from the membership on the special assessment. He thanked the community for their response and support.

Will asked about a spending policy and if the association can adopt a spending policy which would give the appropriate levels of authority to the board for spending. Jim Hunting volunteered to help draft a policy. Will suggested that Jim reach out to Craig Silva for help with this item.

Larry Ferderber reported he suspects there are lots of policies that have been adopted over the years and he asked if a list or registry exists. Carey reported she is working on collecting copies of all the minutes that go back as far as we can find. Larry asked that the policies be collected and catalogued.

3. Sewer/Septic Project Update

Will reported McGarr will get started on Monday with the excavation for the 3-phase power project.

4. Discuss and vote: Authorize Will Dickinson to circulate bid documents on the sewer project.

Will reported he distributed bid information prepared by Shaw Engineering and is hopeful the board will give direction to begin distributing those to perspective contractors. Will reported our attorney has reviewed and approved the bid docs.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the bid documents for distribution to perspective contractors.

5. Discuss and vote: To send GM HOA cover letter to membership regarding the increase of Insurance Deductible from \$10,000 to \$50,000 which will save the HOA homeowners large increase in HOA Insurance.

Dianne and Larry volunteered to draft a letter to the membership. Dianne reported we need to inform the owners that the deductible has been changed from \$10,000 to \$50,000. Joleen explained the availability of loss assessment policies that owners can purchase to protect themselves from having to pay a deductible due to a loss. Mike Curran reported he increased his loss assessment coverage and it changed his rate by approximately \$45 per year.

6. Consider Opportunity to Purchase Truck

Darin reported a truck was identified this week, however, they decided not to purchase it at this time, and instead are focusing to purchase a used skid steer. Darin reported there is \$88,000 budget set for a skid steer, truck, buggy and lawn mower. Darin reported skid steers with low hours are running about 30 - \$40,000.00. Decent used trucks are in the \$25,000 - \$35,000 range. They also recently found a Kabota riding lawn mower.

After review, upon motion duly made, seconded and unanimously carried, the Board authorized Darrin O'Kelley to have authority over a reserve budget not to exceed \$88,000 to purchase a truck, skid steer, and buggy. A mower would be the 4th priority if the budget allows.

7. Approve Financial Reports for period ending 03/31/2023.

Earlier this week, Joleen provided financial reports for the period ending 03/31/2023 via email. The reports included a Balance Sheet, P & L Detail, and P & L vs. Budget report. Will reported we need to make up for a \$35,000 budget overrun due to the insurance premium that was offered to us this year.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the financials for the period ending 03/31/2023 as submitted

C. Operations – Darin O'Kelley, Operations Chairperson

1. New/Other maintenance items

Darrin O'Kelley reported he will be recommending a contractor for landscape maintenance during closed session today. He has ordered a large dumpster for all of the green waste and pine straw.

Chad reported Marc has been helping with application of pre-emergent. Jose has been trying to get pine straw off roofs in front of the spring clean-up. Chad reported there have been several roof leaks that he has needed to attend to. Darrin reported there are 6 or 7 stumps that should be ground out after the tree removal that was completed last year. Darrin is going to prioritize buildings that need paint. They will be reaching out to Skyline and Hammerhead to get bids for re-roofing this year. They also will be working to get the spring projects lined out with contractors in place.

Will asked if having Graeagle Land and Water on call to help with snow removal proved to be helpful. Darin reported their priority is their own property first, however, they did respond within a day or two to move large quantities of snow into the open space for us. He would recommend the board authorizes the same arrangement next year. Chad reported he and Jose did the best they could with outdated equipment and were short-handed. Jose cleared all 135 walkways over and over again. Dianne reported we need to identify members who are not coming up all winter, so that our staff does not need to clear walkways that are not being used in the winter. It was a brutal winter, and she is concerned about staff burn out. Darin reported not all homeowners notify staff when they are coming and are unhappy when they find 3 feet of snow in their way. We continue to have issues with Members who do not notify our staff that they are coming up, and then expect staff to respond immediately when they do arrive.

Mike Curran reported if an owner arrives randomly, they need to be responsible to clear their own snow. Dianne reported it becomes an impossible job to remove 3 feet of snow that has sat and become an ice block. However, there are owners that winterize their units and don't come up at all over the winter and those home walkways could be skipped. Carey reported all driveways need to be kept open for safety and emergency response.

Will suggested since Darrin receives the complaints and Chad responds, the Board should support Darrin and Chad with the plan of action they prefer regarding snow removal.

Dianne reported folks who winterize and absolutely will not be coming up in the winter should identify themselves, so that we are not wasting resources by shoveling walkways for folks who won't be coming up at all in the winter.

D. Architectural Review - Dianne

1. Architectural Review - Dianne

Dianne reported the ARC committee received 2 requests. One was to add a railing, and the other was to install gutters.

The ARC is going to remove their request to take a few of the color options out of the color palette.

They are going to move forward with using only one trim color for all buildings and this will be phased in as units are re-painted.

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

E. Data Base – Carey

Carey reported she is working to have all minutes in one location.

F. Safety/Firewise – Bob Markoja

1. Safety and Firewise update

Bob reported he has reached out to Chuck Bowman for clarification regarding wood fencing and where they attach to the buildings. They are also looking at the firewise recommendations. There are many items to be considered with regarding to fire hardening.

Kathy Carey responded that there is a form that realtors must complete when listing a home for sale regarding fire hardening.

G. Rental – Mike

1. Rental committee update

Mike reported the rental committee is planning to bring a recommendation back to the Board for the May Board meeting.

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

Suzie reported the decks are part of the common area and the responsibility of the association. She further stated that the \$5,000 spending policy went into effect when she was on the board and was set as a per unit limit to respond to damage, however, she feels it became a free spending issue that may have been rescinded at a subsequent meeting.

Lucinda asked for clarification regarding the new insurance deductible. Dianne suggested that members inform their insurance agents of the new deductible so they can make recommendations accordingly.

Suzie reported in the CC&Rs there is a statement regarding point of origin that also must be considered with regard to subrogating to an owner for the insurance deductible.

Bob reported they have had jays trying to build nests in both of their outside light sconces. Owners need to be diligent to watch for nests.

Carey reported LED bulbs run much cooler and soon will be required by California that we all move from incandescent to LED bulbs.

VI. Adjourn

After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 11:20 pm.