

Minutes for the Board of Directors Meeting
Graeagle Meadows Homeowners Association
Friday, May 19, 2023 (approved 06-23-2023)

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, May 19, 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, Bob Markoja, Will Dickinson, Carey Castagnoli, Jim Hunting and Mike Curran were present on the call. Larry Ferderber as absent. Chad Simas, Operations Manager and Joleen Cline, Manager representing Cline and Associates were on the call as well as 16 association members. Joleen Cline served as recording secretary. Larry Ferderber called the meeting to order at 10:04 a.m.

II. Approval of Minutes from April 21, 2023 and Executive Meetings

After review, upon motion duly made, seconded and unanimously carried, the minutes of the April 21, 2023, meeting were approved with the following change:

The attached contract will be updated to reflect the spring cleaning amount to \$2,500.00 and insurance indemnification will be updated to read Graeagle Meadows.

After review, upon motion duly made, seconded and unanimously carried, the executive minutes of the April 21, 2023 Executive meeting were approved as submitted.

III. Committee Reports

A. Administrative - Dianne

1. New/Other Administrative items

Carey reported the rental committee would like to include something with the spring newsletter. Will volunteered to write a summary regarding the sewer rehab project for the newsletter.

2. Discuss and vote on Annual Graeagle Meadows Yard Sale Events

Dianne suggested the Board designate 2 dates to allow owners to hold a community yard sale. Carey reported Suzie sent an email this morning which bring to light the rules regarding yard sales within the meadows.

Suzie reported yard sales are not allowed within the Meadows as stated in the CC&Rs. She suggested that members investigate participating in a collaborative event off site.

No motion made.

B. Finance – Will

1. New/Other financial item

Will reported he reviewed the financial reports and bank statement and is agreeable to them. He asked that one expense for the check written to Plumas Sierra Rural Electric be moved to waste water instead of infrastructure.

2. Progress on establishing new reserve investment account

Joleen reported the Wells Fargo Investment account has been open and she has funded it.

3. Update signers for Five Star Bank Reserve Act.

Joleen suggested the Board vote to remove all prior Board members Mindy Batti, Mike Anderson and John Weaver from the account, and replace them with current Board members Jim Hunting and Will Dickinson, and Administrative Manager, Joleen Cline. There are opportunities to purchase CD's and maximize interest with 5-start bank.

After review, upon motion duly made, seconded and unanimously carried, the Board moved to remove retired Board members Mindy Batti, Mike Anderson and John Weaver from the 5-Start Bank Account, and replace them with current Board members Jim Hunting and Will Dickinson; and Administrative Manager, Joleen Cline.

4. Sewer/Septic Project Update

Will reported we received bids late last night. 2 of the bids came in very close together and the third bid was quite a bit higher. Will shared a spreadsheet which compared the engineers' estimates (which was used to determine the special assessment) with the low bids that came in. The April Engineer estimate was very close to the bids we received. So the budget for the project does exceed the special assessment amount by \$112,440.00.

The end result is that we most likely will not be able to contribute to reserves as much. With the CD's we hope to earn interest.

Will estimated the reserve balance at the end of the year will be approximately 221,065.00. We have a shortfall in the operating account that will need to be balanced, and the most likely way to do that is by not funding reserves at the budgeted amount.

Will's spreadsheet included an allowance for change orders. Will reported he would like to bring a revised budget back to the Board for review.

Will reported he fully expects the job to be complete by the end of this year. The engineers and bidders also believe they can finish the job this year.

Will reported during closed session today, he will be recommending the Board move forward with awarding a contract to a bidder. He expects project work to begin in mid July.

C. Operations – Darin O’Kelley, Operations Chairperson

1. New/Other maintenance items

No report

D. Architectural Review - Dianne

1. New/Other ARC committee items

Dianne reported there has been minimal activity this month with only one approval regarding a dish.

2. Discuss and vote on opening option for Gazebos in yards with extreme heat from sun.

The ARC has discussed the idea of allowing owners to install gazebos in sunny back yards. Carey reported the guidelines do not allow for installation of gazebos. Carey reported she is not in favor of gazebos. Dianne reported some back yards get full sun and so they are not able to enjoy their back yards. Dianne reported she wanted to bring it up to see if there is strong opinion regarding gazebos and the potential to change the guidelines to allow them.

Will suggested the committee put together a document presenting the pros and cons of a change to the guidelines. Dianne reported she has tried everything in her backyard. She currently uses a temporary pop up and would like to have other options.

Anne Warmington reported when she was part of the ARC there was a member who requested to install a gazebo and was denied due to the size and visibility of it.

Dianne reported is an owner installed a gazebo, they would be responsible for the maintenance of it forever. Bob reported he would have concerns from a firewise perspective. Mike reported we can look into ways to mitigate issues with direct sun.

Dianne reported the committee did not come up with any one specific gazebo that would work for all yards. The Committee would need to consider each one individually.

Cary reported outdoor umbrellas have come a long way and she would suggest the committee explore the options for portable umbrellas.

E. Data Base – Carey

Carey reported she is continuing to update the spreadsheets and continues to build the historical archive.

F. Safety/Firewise – Bob Markoja

1. Safety & Firewise update

Dianne reported the firewise sign at the entrance of the community looks really nice. Bob thanked Chad for installing the sign and hopefully it will serve as a reminder to both homeowners and visitors that we are serious about being fire wise.

Bob reported we will watch to see if there are trees that did not survive the winter, and they will be removed. He fells the men who were working on the recent trenching and electrical installation, worked in a safe manner.

G. Rental – Mike

1. Rental committee update

Mike reported the rental committee is recommending guidelines for good behavior within the Meadows. The committee is well represented with folks who have rented for years, a variety of rental managers, and a member who does not rent out their unit. The committee held 6 meetings to work on both a mission statement and a guidelines document.

Will thanked the committee for their well thought out document. Will reported he has had to approach drunken golfers and it is rarely fun and can be risky. He does not believe that the lack of a complaint to mean that folks are in compliance. He feels one of the most disruptive items he deals with is folks who do not respect the quiet hours, which could be something as simple as a loud conversation on a deck.

He suggested that signage be added within the community reminding owners and visitors about quiet hours beginning at 10 am. He also suggested wording be changed to “unacceptable items include: “

He again thanked the committee for a great document (attached).

Dave Hamlin manages a majority of the units and part of his responsibility is to respond to issues 24 hours a day, 7 days a week. She suggested that we provide the phone number of the rental manager to the neighboring units.

Some folks use VRBO or other rental management tools, and it can be challenging to get a response from an owner based on their tenants behavior.

The committee is recommending we have 134 copies of the document laminated which is enough for 1 for each home. They also are suggesting sending a paper copy to each member with the next quarterly billing and the document be added to the community website. They suggest the document be added to the welcome packet that goes out after a unit closes escrow.

After review, upon motion duly made, seconded and unanimously carried, the Board moved to approve the expenditure of up to \$600 to duplicate and distribute the document.

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

Carey reported regarding the issue with folks entering the meadows and dumping garbage in our dumpsters. She suggested we purchase cameras to install at each dumpster. Carey reported she would purchase 4 cameras and install them on the closest dumpsters to the entrance.

Carey asked if we would be bringing another roll off dumpster on site for pine stray. Chad reported he has been speaking with Dan West about options to remove pine stray.

Carey reported Marc is working to get the irrigation systems up and running again after a long winter. There are many broken sprinklers and he is moving as quickly as possible.

Joleen reported she will be sending out the call for candidates mailing and anyone who has every thought about serving on the Board is encouraged to call a current board member or Joleen Cline. We are looking for 3 candidates.

Dianne reported RVs are not allowed within the Meadows. Only RVs that fit within a car port can stay overnight.

VI. Adjourn

After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 11:42 pm.

Executive meeting:

Meeting started at 11:48

Will shared the recommendation from our engineer.

After review, upon motion duly made, seconded and unanimously carried, the Board moved to award the contract to KG Walters. The Board authorized the President and Treasurer to endorse the contract pending approval by the association attorney.

Will reported he will come back with a budget revision at the next board meeting (in June)

Jim Hunting reported we have a proposal from Browning Reserve for \$3,600 to complete an on site inspection and new reserve study.

After review, upon motion duly made, seconded and unanimously carried, the Board moved to contract with Browning Reserve Group at a cost not to exceed \$3,600.00