

Minutes for the Board of Directors Meeting  
Graeagle Meadows Homeowners Association

March 20, 2024 (approved 05-15-2024)

**I. Call to order and Roll Call**

A regular meeting of the Board of Directors for the Graeagle Meadows Homeowners Association was held on Wednesday, March 20, 2024, beginning at 10:00 a.m. pursuant to the written Notice of Meetings. The meeting was held via ZOOM teleconference. Board members Kim Siclari, Bob Markoja, Will Dickinson, John Berdrow, and Jim Hunting participated via ZOOM. Craig Silva and Mike Curran were absent. Joleen Cline, Administrative Manager, served as the recording secretary. There were ten association members on the Zoom conference. Will Dickinson called the meeting to order at 10:00 a.m.

**II. Approval of Minutes from January 17, 2024 Board Meeting**

*After review, upon motion duly made, seconded, and unanimously carried, the minutes of the January 17, 2024, Board meeting were approved as submitted.*

**III. Report of actions taken during executive session 03/06/2024**

Will reported the Board awarded the roofing contract to All Stars Roofing. The contract includes roof replacements at 79 – 82, 1 – 4, 113//114 and flat roofs and car ports at 10/17, 45/46, and 29/30.

**IV. New Business**

**A. Direction to distribute Entry of Lot Policy to membership for review**

Will distributed the draft policy to the Board members prior to the meeting via email. Will reported there are several items in the policy which confirm professional standards such as putting booties on over your shoes before entering a home. He suggested the Board have a conversation today about other parts of the policy which owners may take issue with.

#6, Will reported he feels strongly about this paragraph of the policy which states the association will no longer provide access to units to third parties, such as plumbers, handymen, etc. This practice is becoming more and more complicated. Recently we had an owner accuse our staff of leaving stains on their carpet, expecting that we provide a remedy, when we were able to determine that our staff had not entered the home at all, and that a neighbor had allowed access to a contractor. Will reported our owners will see this change as a significant inconvenience, however, it will remove quite a bit of liability from the shoulders of the association. A simple recommendation would be for owners to replace their dead bolt or front door key entry with a digital system. Thereby, they can allow entry to whomever they want by sharing a code that can be changed and updated whenever they want.

*After review, upon motion duly made, seconded and unanimously carried, the Board moved to send out the draft policy to membership for review.*

**B. Purchasing Policy development – information only**

Will reported the association attorney put both the purchasing and conflict of interest policies together for us. The policy is full of complicated sentences. Will is planning to ask John to simplify the policy a bit. Mr. Berdrow volunteered to help with this project. Will reported he will also ask Mike Curran to be part of the re-writing of the policy. Will reported he plans to have something available for review at the next meeting.

## **V. Committee Reports**

### **A. Rental Committee**

#### **i. Recommendations to support Understanding and Enforcement of “the Guidelines” and action plan**

Kathy Carey reported the Proposed Guidelines have been distributed to the Board for review via email prior to the meeting today. The committee feels that they are in a great place now with regard to the guidelines. They have an email drafted to be sent to members who rent their units and their property managers.

They have designed a simple sign they would like members who own rental units to install in their rental houses. The total cost for the proposed signs would be \$813.53. In the Meadows, there are currently 22 full time resident/owners and 30 rental units managed by 5 different agencies. Graeagle Meadows Vacation Rentals manages 20 out of the 30 units.

The committee is planning to schedule a Zoom meeting in May and will invite all the members who rent out their units, as well as their property managers. They are still planning to put together a voluntary phone directory with information on who to call when you have a concern about a tenant. The committee currently has 90% of the contact information for members who rent their units and the committee hopes to share that with neighboring property owners.

Plumas Pines has already stated they will not provide a phone number that is managed 24/7. They do not answer phones outside of work hours. There are 3 units withing Graeagle Meadows listed with VRBO, 3 listed with Air BnB and 2 rented through Plumas Pines

The committee suggests that rental managers send out the guidelines with all the bookings. Renters need to acknowledge that they are aware of the guidelines.

*After review, upon motion duly made, seconded and unanimously carried, the Board approved the Guidelines, email and action plan as presented.*

*After review, upon motion duly made, seconded and unanimously carried, the Board approved the purchase of the described signs at a cost of \$813.53.*

### **B. Operations Committee Report**

Chad reported on Saturday, March 2, a tree uprooted and fell on the garage for units 1 and 4. It broke two top braces. No private property stored inside was damaged. Mike Smith removed the tree off the building. Burkhead Construction has started repairs and Stars Quality Roofing will be putting a new roof on that garage. The construction part will be about 3 days of work for two contractors.

Chad reported the cost for repair will be \$13,000. Ian Smith will repair the garage door rails.

There was a car inside when the tree hit, and luckily, it was not damaged. Bob reported we were able to get the garage door removed and remove the car without any damage. All together, Chad believes the total repair may cost \$15,000. All effected homeowners were made aware of the event.

**i. EV Charging Policy Draft deal points – information only**

Will reported last year the Board put an emergency prohibition on EV charging. Our attorney suggested we continue to work on a more permanent policy regarding EV charging. The Car port panels are not sized correctly for EV charging and the electricity to the car ports is currently wired and paid for by the association.

Will suggested the Board consider 4 requirements for all EV charging station requests:

- 1) All EV charging station installations would required prior ARC approval
- 2) Owners would be required to connect the charging station to their own unit electrical panel by a reputable company
- 3) The panel must be 200 amps
- 4) There would be limitations on trenching to prevent damage to other utilities or roads.

Kim reported she has concerns that the State may have mandates coming regarding charging stations, and technology may also continue to evolve so that the policy will be out of date quickly. So far, the HOA is aware of one owners who has installed a charging station.

**ii. Changes to Intermountain Disposal garbage dumpster sizes and locations**

Chad Simas reported Intermountain Disposal is changing out their wheeled dumpsters to larger dumpsters that are not movable and can only be accessed by the truck being able to grab the dumpster head on. Chad participated in a meeting with Bob Markoja, Darin Okelley, and Richard from IMD and they were able to locate several spots that will work for the new truck and dumpster set up. We are planning to have three 6-yard dumpsters and one 4-yard dumpsters which provides the same total number of cubic yards of space for waste.

The new dumpster locations will be as follows: 6-yard dumpsters: 1) Near unit 87; near the 62-72 sign on the upper loop, in the lower loop between units 126-127

4 yard dumpster: 1) Near units 11 – 20 close to the maintenance shop.

The current schedule is for dumpsters to be emptied on Tuesday mornings. We currently have 2 recycle bins, and it doesn't sound like they will make any changes to the recycling program.

Bob Markoja reported the new dumpsters will have grape stake enclosures around them. The current dumpster enclosures will be taken down however, the concrete pads will remain in place. Perhaps in the future, benches or something will be added in their place.

Will reported he will include information on the new dumpster setup in the Spring newsletter.

**iii. Painting project schedule and coordination with homeowners**

Bob Markoja reported we have awarded the painting contracts. Joleen is working on notifying homeowners and creating a schedule.

**iv. Roofing project schedule and coordination with homeowners**

John reported there are 10 owners involved in the roof replacements scheduled for this year. Joleen will notify the owners regarding the scheduling of the work as soon as weather allows. We are hopeful the project can begin in May.

**C. Finance Committee Report**

**i. Review and approve financial reports for 02/29/2024**

Joleen distributed and posted the financial reports for the period ending 02-29-2024 via email prior to the meeting. Jim Hunting reported the committee consists of Jim, Will and Joleen.

*After review, upon motion duly made, seconded and unanimously carried, the Board approved the financial reports for the period ending 02-29-2024 as submitted.*

**ii. Review and accept 2024 Reserve Study**

Joleen summarized the most recent draft of the reserve study and the methodology used to create the draft.

Will reported he would suggest that we pay for the specialist to update the reserve study next year. We are going to do a lot of work this year, and a re-cast will be helpful to the next Board.

Joleen reported the oldest truck listed on the reserve study will not be replaced when it dies. We already purchased the replacement for that truck and we continue to use the old one until it stops running.

*After review, upon motion duly made, seconded and unanimously carried, the Board moved to accept the latest Browning Reserve Study with the updates as described above.*

**iii. Change in disposition of bank accounts used for investments**

Jim asked that the Board approve opening of another account in order to maintain FDIC insurance on all reserve account funds.

*After review, upon motion duly made, seconded and unanimously carried, the Board approved opening a new savings account with Wells Fargo Bank with the appropriate FDIC insurance.*

**D. Architectural Review Committee Reports**

Kim reported she has not received any new ARC requests since the last meeting. There is remodel in the works, and the committee will work on crafting the EV charging policy.

**E. Safety/Firewise Committee Reports**

Bob reported he received an email from Diane Bowman that there will be a home hardening presentation and discussion on April 23 at 6:30 at the Graeagle Fire Hall. The presentation is open to the public for anyone interested. The Valley Ranch FireWise Community is hosting the event.

**VI. Homeowners Open Forum – not eligible for voting. Three (3) minutes each**

Larry Ferderber reported he would like to comment on the lot policy regarding the duty to inspect. He asked if it only applies to the lots and not the carports? He reported we have had an issue with damage to a car port and asked if there was a duty to inspect in that case?

Susie Wiese reported the garage for #1 and #4 was never a car port. It was built by Mr. Curran and his neighbor. The fact that the tree fell into it makes it an association issue. Unit 101 was a car port, and it was later enclosed to be a garage. Regarding the signs discussed earlier, she asked where will they be posted? Will reported one would be posted on the deck and another inside near the slider. There are also signs to be posted on the roadways. Susie reported members are allowed access to owners information. She is in favor that adjacent owners have contact info for rental units. She suggested the planned zoom meeting be open to all owners. The information would be helpful to all owners.

Kathy Carey reported the Rental Committee has discussed the EV Policy. They are happy to enforce all policies. They are not in favor of encouraging EV charging stations.

**VII. Adjourn**

*After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 1:52 p.m.*