

GNHOA BOARD MEETING MINUTES
October 6, 2021

Board Members Present: John Rickman, Mark Keller, Brian Bleike, Andy McNabb, Blair Dinkins, Tim Marburger, Bill Goettlicher, Bob Swedenburg, Lisa Cole, Bob Dahl, Don Richardson, and Carroll Clabaugh.

Guests Present: Keli Hansen, Chip Cole

Board Members Excused: None

A quorum was present.

Meeting Location: The meeting was held via Zoom teleconference.

Opening Remarks: The meeting was called to order at 7:00pm by President John Rickman.

Minutes (Andy): The minutes of the September 1, 2021, meeting were approved after a few suggested changes and corrections from the Treasurer.

Treasurer's Report (Brian): Brian provided a detailed report on the Treasurer's activities and finances through the end of September 2021. This is a short summary of his presentation and the board discussion – the full financial details are in the monthly Treasurer's report.

1. Checking Account balances: \$71,719.43. Savings Account balances: \$175,517.80.
2. Delinquent account status:
 - a. Received communication of payment plan for account 8113 with regular monthly payments through Dec; Received initial payment.
 - b. Receiving undeliverable mail notifications for last few mailings to delinquent account 4099 address (lien filed in early 2021).
3. Financial Review Update:
 - a. No progress on identifying an accountant for 3-year financial review and no response from the accounting firm that the prior reviewer recommended; will seek other options and report back to Board. Bob suggested contacting the GCA and he will contact other HOA's.
4. Electronic Payment Update:
 - a. Added payment methods section to QuickBooks statements and invoices for future billing cycles to include Zelle EFT. Option was added to the GNHOA website.
 - b. Working to finish up electronic payment options analysis for review by BoD; will distribute later in Oct or early Nov. Homeowner interest in these options has increased recently with many questions and requests.
5. Year End Closeout:

- a. Completed 2020-2021 fiscal year activities, adjustments, and final budget-actual reports.
 - b. Most line items were on target. A few were slightly off-target due to timing of payments issues or higher or lower than unexpected expenses.
6. Draft 2021-2022 Budget:
- a. Brian included a tab in the Treasurer's report with a draft 2021-2022 fiscal year budget for additional board member input.
 - b. For trash & recycling, Brian used the numbers from last year – the details will need to be changed in the future based on the new trash and recycling contract that will come later this year.
 - c. On the expense side, Brian added and adjusted some items based on inputs and historical/recent needs.
 - d. Don motioned to approve the draft budget, Bob seconded. Board approved the proposed budget by unanimous vote.
7. Trash/Recycling Contract Update:
- a. Brian generated the documents for the GNHOA Trash & Recycling Services bids including invitation for bids and related evaluation/scoring worksheets. These were reviewed with the team (John, Mark, Andy, Rob Hampson, Earl Kirkwood) and updated based on feedback. Brian is currently sending out the invitation to providers.
 - b. So far GFL and Infinite Disposal have expressed interest in bidding.

Brian also reviewed checks, deposits, income, and expenses for September 2021.

Webmaster Report (Bob Dahl):

- Comcast Email Blocking:
 - Comcast once again was blocking GNHOA emails. Bob did get the HOA domain unblocked. Bob will continue to monitor as this seems to be a persistent problem.
- Website Updates:
 - Added radium information page and an email address.
 - Added info on the Annual meeting.
 - Added information on the electronic payment option.
 - Various other updates and edits.
- Security Certificate:
 - Bob is still trying to determine how to force all users to the secure website.
 - Chip had some suggestions for Bob to try.

Alert System Manager Report (Lisa): There was one alert sent this past month.

Welcome Packages Report (Lisa): Lisa sent one Welcome Package last month.

Newsletter (Lisa): The next newsletter is scheduled for November.

NEPCO Report (Bob): Bob updated the board on the NEPCO meeting regarding water usage and, in particular, a proposed and controversial project called “The Loop.”

- The next NEPCO meeting is November 13 and will feature county commissioners that will discuss various county-wide issues.

ACC Reports:

Filing 3 (Blair):

- Complaints / Violations
 - 15110 Copperfield Dr - Home was purchased by another resident of Filing 3. They started exterior work without approval. Email sent with no response and letter has now been sent.
 - 15295 Jessie Drive - Management company is slow to respond to emails. Letter sent to LLC on file.
 - 15350 Churchill Place - Received complaints from neighbors regarding the yard. Letter sent.
 - 15475 Copperfield Drive - Letter has been sent. If there is no response, Blair will request that the Board approve starting the lien process.
- Requests / Approvals
 - 15380 Copperfield Drive – Approved exterior paint, trim and garage door
 - 15335 Copperfield Drive – Approved replacing a few windows
 - 64/82 Seagull Circle - Approved tree being removed on property line
 - 15230 Churchill Place - Approved landscape work at front yard
 - 5 Seagull Circle - Roof Approval
 - 15475 Copperfield Drive - Landscaping Approval
 - 97 Seagull Circle – Denied request for 3 rail split fence. Owner may be interested in attempting to change the covenants on this - John and Blair will have a conversation with him on the procedures.

Filing 4 (Tim):

- Complaints / Violations: Nothing to report.
- Requests / Approvals
 - 15495 Paddington – Approved Landscaping
 - 15445 Paddington – Approved Paint

Filing 8 (Andy):

- Complaints / Violations
 - 15430 Curwood – 2nd Letter – Trailer parked on property.
 - 15435 Curwood – Pending consultation with lawyer regarding vehicles parking in the street.
 - 15950 Holbein – 1st Letter – Dead tree on property
 - 15950 Hobein – 2nd Letter – Trailer parked on property
 - 15465 Desiree – 1st Letter – Dead tree on property
 - 15455 Desiree – 1st Letter – Dead tree on property
- Requests / Approvals:

- 15765 Holbein Dr – Approved exterior paint
- Covenant Change Update:
 - The proposal to change the filing 8 covenants to allow sheds as accessory structures, which is sponsored by owner Keli Hansen of 15420 Desiree Dr. has not yet collected enough responses. The sponsor is considering whether to continue the effort.

Filing 9 (Carroll):

- Complaints/Violations: Nothing to report.
- Requests / Approvals: Nothing to report.

Old Business:

1. Landscaping and Maintenance Report (Don):

i. Next Year's Maintenance Plan:

- i. Don updated the board about future plans and confirmed that Gary will continue to provide the majority of services for next year.
- ii. Don discussed options for improving the Filing 3 entrance feature.
- iii. A homeowner asked about mowing, particularly the strip of land between Gleneagle and Antelope Trails Elementary. The HOA does not mow that section because the land is owned by the county and the HOA is not able to access it due to the fencing. The HOA, however, does mow some sections of county-owned land that are accessible to improve the look of the neighborhood.

ii. General Cleanup & Maintenance:

- i. Don noted a dispute involving the residents of 15443 and 15451 Jessie regarding cleanup and maintenance. The issue was resolved.

2. Storm Water Damage Repair Update (Don):

- i. Work has begun but it is proceeding slowly. John will contact the contractor to discuss and assess the current status and why work was proceeding slowly.

3. Identification of 2020-2021 improvement projects

- i. Filing 3 Entrance – Chip did an artistic rendering for improving the entrance. Lisa and Bob are attempting to get an idea of how much these improvements would cost by canvassing contractors. The board discussed the process regarding design and budgeting and board approval.
- ii. Pristine Trail Regrading – Don discussed options that would cost approximately \$2200 to stabilize this area.

4. Radium in Water Issue

- i. HOA has added information from Donala Water to the website and has no other role.

New Business:

1. Signpost Replacement Agreement (All)

- i. The board discussed the signpost agreement that was sent to board members prior to the meeting. The purpose is to enable the HOA to utilize wood signposts

- instead of the metal posts provided by the county. Bob and John discussed the process which would start with board approval for the agreement.
- ii. Brian asked about ownership of the posts and if the HOA needs to track the new posts as HOA assets or if the county will own them. Bob and John will find out and report back to the board.
 - iii. The board unanimously approved the agreement to get the process started.
2. Jake's Lake Reimbursement (John)
- i. John reported that a homeowner had spent their own funds to control algae on Jake's Lake without HOA knowledge and this month asked the HOA for reimbursement that totaled approximately \$750.
 - ii. The board was not aware of and had not approved of any expenses for lake maintenance by this homeowner.
 - iii. Brian added algae control to the 2021-2022 budget to account for this need in the future.
 - iv. Brian proposed a letter in response to the homeowner. The board discussed the letter and recommended a few small changes. Brian proposed to reimburse \$121.93 in expenses which covered a recent portion of the supplies purchased by the homeowner. The board approved this reimbursement amount. Brian will send a letter with this proposed reimbursement to the homeowner, which covers some of the physical expenses incurred, and noting that the board cannot reimburse a homeowner for the total amount of labor and materials for work that was not approved by the board.
3. Annual Presentation Review and Finalization (John)
- i. John reviewed the slides for the Annual meeting with the board. The slides will be finalized before the meeting.

Topics from the Floor:

1. None

Next Board Meeting: The next Board meeting will be at 7:00 pm **Wed, November 3, 2021.**

Adjournment: The meeting was adjourned at 8:57pm.

Approved by a majority vote of the Board of Directors on November 9th, 2021.

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Andrew P. McNabb
Secretary, GNHOA