

**Glenshire Devonshire Residents Association  
Board of Directors Meeting  
Minutes  
July 11, 2019, 6:00 P.M.  
Glenshire Clubhouse 15726 Glenshire Dr, Truckee, CA 96161**

**Directors Present:** Carla Embertson, Peter Tucker, and Marty Frantz  
**Directors Absent:** Claudia Hanson  
**Others Present:** Lori Kelley – Glenshire, and Eric Wicks– CAMCO

**Call to Order and Establishment of Quorum**

The meeting was called to order at 6:01 p.m.

**Pledge of Allegiance**

Done.

**Property Owner Comments**

1. Owner wanted stated they were thankful for the carved heart on Glenshire Drive
2. Owner state concerned about cigarette butts around pond and open space.

**Reports**

**CC&R Committee Report – Peter Tucker**

Peter gave verbal update: Committee has been meeting for about 1 year. Next process is to hold public forum and get input from Community.

**Firewise Committee Report – Lori Kelley – See report**

It was announced there was may be room for eight more members on the Firewise Committee.

**Operations Manager Report – Lori Kelley – See Report**

**Facilities Manager Report – Dan Turner-See Report**

**Pool Manager Report – Ashley Pose – See Report**

**Unfinished Business**

**SWRCB Board water storage application**

It was reported that this project is moving to the next step, of which the contract will be reviewed in executive session.

**Lake Water Monitorin / Dam Permit / Water Quality Sampling**

It was announced the monitoring system was in place. Dan will be submitting photos to the water quality sampling company.

**GDRA Defensible Space Policy**

Carla gave instructions for protocol for member comments.

A Draft of the Defensible Space Policy was reviewed. Various owners made presentations for each numbered item within the policy. After discussion it was announced there were additional changes necessary. It was decided to table the approval of the Defensible Space Policy.

- It was decided to table any changes on Item #2
- It was moved, seconded, and passed to remove item #9 from the Defensible Space Policy.
- It was moved, seconded, and passed to leave item #10 in the Defensible Space Policy.
- Mr. Tucker provided a presentation on fire retardant tarps as it relates to Item #11. After discussion, It was decided to table the approval of #11 for future discussion.
- It was moved to approve silver retardant tarps as an acceptable color. It was announced white tarps are not allowed.

#### Liberty Energy and Truckee Fire tree removal/trimming/fuel thinning

It was announced the process of obtaining a proposal for a survey is still underway. It was further announced there were three parcels completed with six more parcels still need to be completed.

Resident Volunteer fuel thinning/Forest Health project was discussed. It was announced the forester has been on site and marked trees that need to be removed. It was announced the project will begin on July 20, 2019. After discussion it was moved, seconded, and passed to purchase gift cards for the four volunteers not to exceed a total of \$250 for all volunteers.

#### Firewise Community Items

Final Glenshire Greater Area Firewise Community MOU as reviewed. After discussion it was moved, seconded, and passed to approve the MOU.

The Amended Firewise Council Charter was reviewed. It was announced there were some changes. After discussion of the changes it was moved, seconded, and passed to approve the Amended Firewise Council Charter.

The Appointment of new Firewise Council Committee & Council Members was discussed. After discussion it was announced applications should be submitted via email to the Glenshire Facility Manager.

A Draft of the Door Hangers was reviewed. After discussion it was it was moved, seconded, and passed the draft and distribution of the door hangers.

#### Consent Calendar

1. Approval of Minutes
2. Design Review Committee Meeting Minutes
3. Monthly Financial Reports
4. Correspondence
5. Events Calendar

It was moved, seconded, and passed unanimously to approve the Consent Calendar.

#### New Business

It was moved, seconded, and passed to appoint Mr. Dennis Martin to the Design Review Committee.

A fund transfer was discussed. It was moved, seconded, and passed to approve a \$40,000 funds transfer from the Operating Savings account to the Operating Checking account.

No action was taken to appoint a Board member to fill the vacant seat.

The Executive Session meeting on June 6, 2019 included the engagement of Balance Hydrolics for water monitoring, It was further announced contracts for asphalt maintenance, litigation, and the Reserve Study were approved.

**Property Inspections Schedule**

Notice of inspections will be added to the website and sent out in the newsletter.

**Appoint a new board member to Firewise Council**

It was moved, seconded, and passed to appoint Carla Embertson to the Firewise Council.

**Review and approve Final Draft Firewise Committee MOU**

Lori distributed the memorandum of understanding draft to the Board. It was requested for the Board to take home the draft to review and provide comments to Lori.

**Adjourn to Executive session**

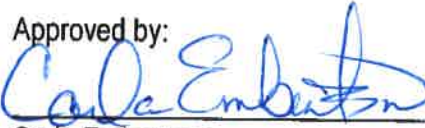
The Board adjourned to executive session at 10:45 p.m.

Prepared by,

Eric Wicks  
CAMCO

Submitted by:

  
\_\_\_\_\_  
Camco Management

Approved by:  
  
\_\_\_\_\_  
Carla Embertson, President

## **Firewise Community Report 7/11/2019**

- **Quite busy with Firewise Community matters over last month.**
- **After going through more reviews and edits among the 5 associations, Meadows, Martis Peak, Bluffs, Buckhorn Ridge and GDRA, it is signed and finalized, and is listed later on tonight's agenda for Board Review and Final Approval. If approved, we'll move forward with requesting Nev Cnty Firesafe Council to start the process for piggy backing these 4 associations onto our Firewise Designation.**
- **The committee met after the successful June 2<sup>nd</sup> event and discussed some ways to improve for next year. Will be moving forward on those plans in fall/winter and discuss with GDRA Board.**
- **Thus far, approximately 300 defensible space hours have been logged in. We hope to get a lot more through Shire article and door hangers, and having a table at Annual event where we can sign in members hours**
- **The Meadows and Martis Peak has thus far been very active. We will be losing our amazing volunteer, Simone, end of August. She was very instrumental in helping prepare a template for our annual event, recruit volunteers, prepare marketing materials, setting up defensible log in hours mechanism on our website. We plan to recruit other volunteers to help with this in the future; however, these items should be less work, since we've already set up the templates.**
- **Glenshire residents on Firewise Committee are interested in being involved with future defensible space policy research/input**
- **Update on our \$73k CalFire grant due to our Firewise Community designation: 23.3 of the planned 46.8 acres planned for fuel reduction work was completed in June. This is later on the agenda, so more details and discussion can happen then.**

## Operations Mgr Report 7/11/2019

- Pool seems to be running smoothly, and all pool staff seems to be working very efficiently, including Kelli who is helping out where needed during pool season. I will let Dan and Ashley provide details in their reports.
- Office staff has been very busy with significant defensible space calls/emails/walk-ins, design review applications and inspections. Dan is now handling all DRC and tree removal inspections, and attending DRC meetings. We hope to get him started on escrow/complaint inspections toward end of month. Until then, Kelli and I will continue to help with escrow inspections and I will handle most of the complaint inspections. And thankful for KA handling DRC process all these months!
- Transition seems to be going smoothly with Dan; especially with him starting at busiest time of year, along with a few pool hiccups. And there is a considerable amount on his plate with getting up to speed on the open space fuel management projects, irrigation matters, Design Review and the many tree removal requests, etc.
- Dam permitting process is expected to be complete this fall; no new updates from consultant. The lake water monitoring project seems to be successfully moving along. This is in Section 5 of agenda, and Dan can provide further details.
- I've been reviewing increasing safety at the facilities with Dan, and we will be including some of these items in the first 2020 proposed draft budget at next month board meeting.
- Green Waste Day: 40 loads / Dumpster Day: 108 loads – Both Saturdays bins were full around 10a.m. Three Truckee Fire persons greatly helped us make the Green Waste Day a success!
- Shire content for August 1<sup>st</sup> issue goes to CC media 7/8/2019.
- Note: Did not have Ashley's report for board books, will hand out at board meeting
- Any questions?

## Facilities Mgr Report 7/11/2019

- Pond water monitoring equipment has been installed. On Friday June 14<sup>th</sup> Balance Hydrologic installed the mounting post for the monitoring equipment next to the willow on the east side of the pond by the Dam. On Friday June 28<sup>th</sup> I went out with Benjamin from Balance Hydrologic. We installed the pressure transducer and water level gauge at that time. I was also given instructions on how it works and how to read the water level gauge.
- Pool is going well. We had a report from a couple parents after opening the wading pool that the epoxy paint we did to the bottom was too slick. As soon as it was brought to my attention I closed the wading pool and drained it. I have applied a second coat of epoxy with a no-slip additive that seems to have taken care of it. The wading pool is back open and going well.
- I've been working on making repairs and getting landscaping cleaned up around the clubhouse after the heavy winter. There were a couple issues with the irrigation around the pool area. Most have been repaired but still have a couple repairs to make to get that system fully up and running. We have been using a sprinkler and hose to water the areas that still need repaired.
- Tuesday June 25<sup>th</sup> was my first solo DRC meeting. Everything went well.
- The lawn is coming along. We had some setbacks with sprinkler adjustments and repairs being needed. The adjustments and repairs have been made and it appears to be getting better. The watering times also have been adjusted to give adequate water but to also not be too much water during the times playdate uses the lawn.