

**Glenshire Devonshire Residents Association
Board of Directors Meeting
Minutes
October 13, 2021
6:00 P.M.
Teleconference**

Directors Present: Claudia Hanson, Kathleen Raber, Adrian Juncosa, Julia Collins, and Miriam Rack

Other Present: Lori Kelley and Ron Eckhardt -GDRA and Eric Wicks - CAMCO

Call to Order and Establishment of Quorum

Meeting was called to order at 6:02 p.m.

Property Owner Comments

Mr. Weil requested the Board consider allowing members using the tennis courts or playground equipment to access the restrooms.

Reports

Operations Manager Report – See Report

Facilities Manager Report – See Report

Vegetation Management Director Report – See Report

Presentations

SOSG/MAP Canyon Springs presentation request – Ms. Ollar announced the Mountain Area Preservation has submitted a proposal and launched a campaign to purchase the Canyon Springs Development property. Mr. Goldman and Mr. Yale provided their support for the campaign. Ms. Ollar announced the acquisition will include 290 acres of open space that will also protect wildlife habitat including the Loyalton deer herd. The acquisition will focus on improved trails system, open space restoration, and eliminate failed development proposals. Ms. Ollar expressed the need for the GDRA's support in an effort to raise an additional \$750,000 with a call to action out to the membership to also support the campaign.

Unfinished Business

Consent Calendar

1. Approval of the minutes from September 13, 2021 and September 16, 2021 Board of Directors Meetings
2. Committee Reports
3. Correspondence
4. Funds Transfer
5. Monthly Financials

It was moved, seconded, and passed to approve the consent calendar with one change. The Transfer request was changed from \$20k to \$60k due to the completion of recent projects.

Member Request re: Tennis Courts

An update on the reservation system was requested. It was announced the reservation system was not supported within limited feedback that was received. It was further announced the Board approved the purchase of half of the requested windscreens. The remaining screens will be considered in 2023. Mr. Eckhardt will investigate repairing the cracked surfaces on the courts, and a restroom option.

After further discussion on the reservation system it was determined more input from the membership was necessary prior to the formation of a policy. This will be discussed again at the January Board of Directors meeting.

Facilities

Mr. Eckhardt reported on measures necessary to permit clubhouse rentals. It was recommended the Board wait until next year to determine if requirements could be met or become more relaxed. After discussion it was requested a cost analysis be performed to update all the filtration requirements on the HVAC system.

Ms. Kelley reported the pond dam permitting is getting more detailed and costly. After discussion it was requested Mr. Juncosa attend a brief conference call with Bob and Dave with Balanced Hydrologics.

Governing Documents – Drafts

Comments received from Mr. Juncosa were reviewed. After discussion it was decided to recirculate the document with the edits received from Mr. Juncosa and allow another month for the Board to review the complete documents.

2021 Budgeted and Non-Budgeted Items

After further investigation on the pool shades it was announced a less expensive option is available. It was decided to go with the less expensive option. It was further announced the landscaping projects will be proceeding this year.

2022 Budget Discussion

A draft of the 2022 budget was reviewed. After discussion it was moved, seconded and passed to approve the budget with a 9% increase in dues.

New Business

2021 Policies and Rules

After review it was decided to post the policies for a 28 day comment period. The Policies will be considered for adoption at the next Board of Directors meeting.

GDRA Committees

It was decided to leave all committee members as listed.

2020 Tax Returns

Board Meeting Dates

The next Board meeting date will be held on November 4, 2021.

Board to provide summary report of Executive session meeting

Tabled for the next meeting.

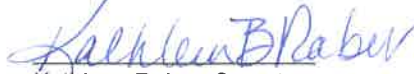
Adjourn To Executive Session

The Board adjourned to Executive Session at 9:01 p.m.

Prepared by:

Eric Wicks

Accepted by:


Kathleen Raber, Secretary



To: GDRA Board
From: Lori Kelley, Operations Manager, GDRA
Date: 10/09/2021
RE: Operations Manager Report

Fuels Management / Defensible Space

(Bill Houdyschell, GDRA Vegetation Mgmt Director, will be present to answer any questions)

- 90% of 2021 planned fuels management is completed. Bit of a rocky start due to contractors being so busy and short staffed and providing short notice. Our Eblast of Oct 4th is in Bill's report, as he provided most of the content. I didn't see any response to this Eblast.
- Also in Bill's report is a common space fuels management spreadsheet, which will be fine-tuned over the winter, when there is more time.
- The Defensible Space Team has inspected over 200 properties and they are now meeting with owners to answer questions about the work needed per our inspection letters. For the most part, owners are happy to have these inspections and get the work done.

Steady Flow

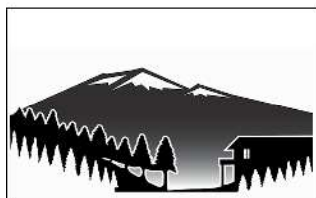
- We've had a steady flow with office calls, escrows and trail, tennis court and playground use

Resuming Clubhouse Rentals

- Ron and I both have been researching toward resuming clubhouse rentals; there are still things to do and consider, most of which is outlined in Ron's report.
- Updated rental agreement & waiver needed, mainly to help protect us from insurance cancellation.

Deadlines over the next month

- 10.13.2021: Review 2020 income tax returns, obtain President signature and file
- 10.13.2021: Board meeting
- 10.13.2021: Amend/Post new & revised policies & rules
- 10.14.2021: New bank signature cards
- 10.15.2021: Start 2022 Budget & Information Mailer
- 10.15.2021: Softwares, Payroll/HR company research, including training
- 10.15.2021: Collections submissions and updates
- 10.19.2021: Fit in vacation days
- 10.27.2021: Send letters re: 10.13.2021 executive session decisions
- 10.29.2021: Quarterly payroll tax returns
- 10.30.2021: Accounting meeting with Treasurer
- 10.30.2021: Outreach meeting with Board Member
- 11.02.2021: Finish 2022 Budget & Information Mailer
- 11.03.2021: October recs and financial reports
- 11.04.2021: 11.2021 Board Agenda & Packet prep & posts
- 11.10.2021: Board Meeting
- 11.11.2021: Print/Fold/Stuff 2022 Budget Mailer – Mail 11.12.2021
- 11.12.2021: Amend job descriptions in prep for posting Admin and Maintenance positions
- 11.15.2021: Firewise yearend designation renewal packet submission, and billing to partners



**G L E N S H I R E
D E V O N S H I R E**
R E S I D E N T S
A S S O C I A T I O N
15726 GLENSHIRE DR
TRUCKEE, CA 96161

MEMO

To: Lori Kelley, Operations Manager, GDRA
From: Ron Eckhardt, Facilities Manager, GDRA
Date: 10/9/2021
RE: Facilities Manager Report

- Currently working the following projects:
 - Need snow removal services.
 - Working on getting the wading pool rebuilt so it can be open next season.
 - Working on shade structure foundation quotes.
 - Working on swimming pool filter servicing.
 - Working on hiring an electrician to for assorted minor electrical work on property.
 - Still need to get equipment and supplies ready for winter.
 - Still need to complete winterizing the pool and equipment.
 - Still need to install property wide signage.
 - Still need to winterize irrigation system and perform final maintenance of landscaping.
 - Attempting to get landscaping completed at pool deck.
 - Still need to finalize irrigation mapping of property (a portion for line item above).
 - Several other projects that have been shelved for more urgent projects.
- Clubhouse Rental
 - I have determined that the buildings HVAC system does not provide for mixing outdoor air with indoor air. There are different ways to accomplish this, some more effective (and expensive) than others. Cal/OSHA states an employer must evaluate this as a part of workplace safety.
 - It has not been determined that the HVAC units can accommodate MERV 13 or better air filters. These are minimum ratings to help mitigate airborne viruses.
 - Bringing in fresh outdoor air is not possible on days with poor air quality. Cal/OSHA states if outdoor AQI is 100 or above, you cannot use outdoor air.
 - Cal/OSHA states employer must take steps to reduce hazards to employees. Renting the clubhouse can be considered an unnecessary risk.
 - Recent COVID new case numbers for Eastern NV County:
 - 04/01/20-06/30/20: 78 cases in 3 month period (26/mo.)
 - 07/01/20-09/30/20: 128 cases in 3 month period (43/mo.)
 - 10/01/20-12/31/20: 636 cases in 3 month period (212/mo.)
 - 01/01/21-03/31/21: 341 cases in 3 month period (114/mo.)
 - 04/01/21-06/30/21: 207 cases in 3 month period (69/mo.)
 - 07/01/21-09/30/21: 361 cases in 3 month period (120/mo.)
 - Already difficulty in hiring anyone, cleaning vendors included. Rental processing and support will take additional staff time. Staff already struggling.

FUEL REDUCTION INFO PER BILL HOUDYSHELL, GDRA VEGETATION MGMT DIRECTOR
THE BELOW INFORMATION WAS E-BLASTED ON 10.4.2021

**Fuel Reduction Work
In GDRA Common Area**

Fuel reduction (fire safety) work in GDRA common area is planned to continue through approximately October 15th

Work will occur on GDRA parcels adjacent to private properties to which we delivered notification letters to prior to this project starting (parcels adjacent to Briar, Manchester, Whitehorse and Archery View (and side streets)

The remainder of the work will consist mostly of "hand work" (brush/tree trimming and hazard tree removal) with possibility of a small amount of mastication near Briar where conditions allow

We hope the following information is helpful in understanding the ongoing need for fuels reduction work, and its effects and process:

The reason for this work is to help reduce wildfire danger to GDRA common area and GDRA Member properties.

We perform mastication work where conditions and environmental constraints allow. Hand work is performed as a follow up to mastication and in areas where a masticator cannot operate. Masticators were used on the first day of this project and on prior common area fuel reduction projects over the past several years. Mastication is deemed to be an effective/environmentally friendly method for thinning out large areas of brush because:

- Masticators mimic low intensity fire - the nature friendly way
- Local native plants have evolved under fire ecology, with a fire return interval of 10-15 years. The masticated plants will re-sprout and dormant seeds will grow new plants.
- Observation of common areas where old shrubs were removed shows unchanged or higher plant diversity and wildlife use
- The masticator puts organic matter back into the soil which assists future plants with additional nutrients and will hold water longer in the soil horizon
- Equipment is not allowed within 25 feet of stream channels
- The largest masticator does not compact the soil as it has a ground pressure of only 5.4 pounds per square inch (much less than a pickup truck) and weighs approximately 22,000 pounds (11 tons)
- Dry soils do not compact in a way that is harmful to infiltration capacity or plant roots.

FOLLOWING PAGE IS FUEL REDUCTION DRAFT PLAN PER BILL HOUDYSHELL, THIS WILL
BE UPDATED AND ENHANCED OVER THE WINTER

GDRA Common Space Fuels Mgmt Information - updated 10.8.2021

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Parcels	Acreage	Location	Fuel Reduction work completed	Future needs
40-110-01	20.78	Clubhouse		Some brush work
40-110-02	7.03	Somerset/Oxford		Very little work needed
40-110-03	2.95	North of Regency	Grant 5/2019	Tree limbing
40-110-04	2.33	Lancaster/Edinburgh	some volunteer work	Additional limbing, thinning brush by hand
40-110-05	0.91	Regency/Belford		Very little work needed
40-110-06	2.03	Somerset/Regency		Work along property lines needed
40-150-01	11.53	Strand/Donnington/Berkshire	Grant 5/2019	Limbing, thinning and brush
40-200-09	2.85	Middle parcel Royal Crest/Strand	Grant 9/2019	Additional limbing and thinning
40-210-27	3.30	Royal Crest/Donnington	Grant 9/2019	Additional limbing and thinning
40-210-49	0.67	Donnington/Strand	Grant 7/2020	Work along property lines needed
40-240-01	7.00	North parcel, west of Royal		?
40-250-01	8.77	South parcel, west of Royal		?
40-260-04	2.10	South parcel, Royal Crest/Strand	Grant 9/2019	Work along property lines needed
40-270-10	3.79	North of Huntsman Leap		Limbing, thinning and brush by hand
40-280-36	1.10	North parcel, west of Crown Circle	Grant ? Date	Additional limbing and thinning
40-290-31	1.35	South parcel, west of Crown Circle		Additional limbing and thinning
40-290-32	24.52	School parcel	DF Solutions 9&10/2020 brush mastication. WForestry 2021 limbing & brush by hand	Small amount of followup work
40-310-29	2.90	West of Whitehorse	Wilderness Forestry 2021 brush mastication & hand removal, tree limb/thin, remove hazard trees	Complete
40-330-01	1.12	West of Manchester	Wilderness Forestry 2021 brush mastication & hand removal, tree limb/thin, remove hazard trees	Complete
40-330-12	3.02	Manchester/Wyckham	Wilderness Forestry 2021 brush mastication & hand removal, tree limb/thin, remove hazard trees	Complete
40-350-29	2.21	Dorchester/Evensham		Tree limbing and thinning
40-360-33	2.00	Dorchester/Worchester		Tree limbing and thinning
40-460-07	15.16	North of Clubhouse parcel		?
40-470-01	8.85	Canyon parcel	Grant 8-10/2019	Maybe som brush work by hand
40-470-02	32.00	Pond parcel		?
49-130-16	9.60	Juniper Hills parcel	Grant 6/2018	Additional tree limbing and thinning
49-240-01	0.62	NW corner of Strand/Donnington		Tree limbing, thinning and brush by hand
49-240-02	0.46	SW corner of Strand/Donnington		Tree limbing, thinning and brush by hand
49-240-03	0.71	East of southern The Strand	Grant 12/2019	Additional work along property lines
49-240-09	6.28	South of eastern Donnington	Grant 8/2020	Tree limbing and thinning by hand
49-240-12	8.50	East of south Somerset		Some hand work
49-300-03	3.73	North of Regency/Lancaster		Tree limbing, thinning and brush
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