

**Glenshire Devonshire Residents Association
Board of Directors Regular Meeting
MINUTES
March 19, 2025
Glenshire Clubhouse 15726 Glenshire Dr, Truckee, CA 96161
and Virtual**

I. Call to Order and Establishment of Quorum

At request of President Juncosa, GDRA Staff Kelley called the meeting to order at 5:40 PM.

Directors Present: Adrian Juncosa, Anna Grahn-Nilsson, Ken Hoedeman, James Bartlett and Joe McDaniel

Directors absent: None

A quorum was established.

Others Present: Lori Kelley, GDRA, Bill Davidson, Jean Brooks, Lisa Houghton, Owners. There may have been others present who did not identify themselves.

II. Property Owner Comments

A. For items not on the agenda

B. For items on the agenda. A member may comment now or during that item, not both.

There were no comments.

5:41pm – It was agreed to move to section V. Item G-Rules Update. Items may be taken out of order.

III. Reports

A. Manager Report

B. Facilities Report

Facilities Report Questions/Comments:

Juncosa mentioned he is good to go with separate concrete contracts mentioned in Facilities Report and any concerns will be worked out before.

Hoedeman mentioned he couldn't understand the Liberty data relative to our usage. Asked if we could in the future explain what the difference in our bills is from Nov 24-Feb 25 vs Nov 23-Feb 24 so we could see how much savings we have from solar arrays. Can we request a quote from solar system supplier on what they would charge to add as many panels as possible to the section closest to clubhouse. Kelley explained this is in progress and facilities coordinator mentioned Liberty needs to provide input and/or approval.

Hoedeman wanted to speak about concrete proposal.

Kelley mentioned this needs to be discussed in executive session.

Manager Report Questions/Comments:

Barrett asked if we have a job description for Admin Assistant and where is it posted?

Kelley mentioned. We have a job description and have posted to Indeed/Shire/Website and have about 27 applicants.

IV. Consent Calendar

A. Approval of Minutes – February 19, 2025 - Regular Board meeting

B. Committee Minutes

C. Correspondence

Juncosa moved and Bartlett seconded to approve all of the items in the consent calendar. Motion carried unanimously.

V. New Business

A. Financial Statements and Information

Juncosa and Bartlett confirmed they have reviewed the financial reports of February 28, 2025.

Hoedeman requested explanation of TFPD assessment. Kelley explained this was a fire suppression assessment voted on in 2008 for common area parcels. The new consultant that took over the billing neglected to send annual bills, so we just received the bill for 9 years. Kelley requested and received reversal of the late fees.

Hoedeman questioned why owners are not being billed and why common areas have addresses. Kelley explained GDRA is the owner of common areas, and common areas have addresses.

Hoedeman requested we do a deep dive to figure out why we have this many common areas with addresses. Kelley will provide a map of common areas.

Juncosa confirmed common areas have addresses assigned to them.

Juncosa asked if Lori could research the Measure T fund grants would make a difference in this assessment.

Grahn-Nilssen confirmed when area was developed, every piece of land was assigned an address.

When common area parcels were purchased by GDRA, they were deemed as unused land and declared as open space, and already had addresses.

Juncosa questioned if AR summary balance in the financials reports is standard. Kelley confirmed that this is similar to prior years.

It was agreed to postpone the following item B. until after executive session; items may be taken out of order.

B. Funds Transfer Requests

It was moved by Hoedeman and seconded by Bartlett to approve the following transfer of funds:

- 1) \$50,471 from Plumas Reserves mma to Ed Jones Reserves mma to consolidate to one account**
 - 2) \$5,000 from Plumas Oper ckg to Ed Jones Oper mma for capital improvement portion of 2025 Dues**
 - 3) \$90,000 from BMO Oper ckg to Ed Jones mma to gain higher interest**
 - 4) \$100,000 from Plumas Operating to Edward Jones Oper mma to gain higher interest**
 - 5) \$100,000 from Ed Jones Money Market to Ed Jones for a 3-6 month cd to gain higher interest**
- Motion carried unanimously.**

C. Election Rules Amendments

Discussion occurred. It was questioned if the Election Rules will also be published in the Shire. Kelley explained that it won't for the 28-day review period, and is posted on the bulletin board and website. We can publish in the Shire when it's approved, and clarified the amended Election Rules are due to a law change which allows electronic voting and is more expensive. The attorney prepared document was on screen. Juncosa wanted to provide clarification and background that Boards of HOAs legally can make changes to CC&Rs in order to make them compliant with state law.

It was moved by Hoedeman and seconded by Bartlett to approve the draft proposed Election Rules document and start the 28-day review and comment period and add this to the next regular meeting agenda for the Board to consider any comments before deciding on adopting the rule amendment. Motion carried unanimously.

D. Facilities Policy Amendments

Discussion occurred. Kelley explained it might be too soon to start the amenity #1 and #2 model as it would be too confusing for members, and suggests to do outreach this year for starting next year. Kelley explained three main suggested amendments: 1) One free pool drop in fee per household member.

2)Members b responsible for guests to sign waivers. 3)Fines increase for unauthorized and impermissible use of amenities, due to not increased in almost 20 years. Juncosa agrees with doing outreach first, maybe in upcoming Shire.

Hoedeman questioned how we will control

Anna moved and McDaniel seconded to approve the draft proposed Facilities Policy document and start the 28-day review and comment period and add this to the next regular meeting agenda for the Board to consider any comments before deciding on adopting the rule amendment. Motion carried unanimously.

E. Fire Resistance Planning

Discussion occurred. Juncosa mentioned he met as a resident with Town staff and they were interested; still need input from Town Council. And it will be a substantial ongoing effort to get the Town to upgrade what they do with fire resistance.

It was moved by Grahn-Nilsson and seconded by Bartlett to make “amended” fire comments at 3/25/2025 Town Council meeting on behalf of GDRA, or at a later meeting due to unforeseen circumstances. Motion carried unanimously.

5:56pm – We moved to Section III above.

E. Reserves and Maintenance Projects for Consideration

The Board will consider project contracts in Executive Session.

G. Rules Updates

Review and discussion occurred.

Hoedeman questioned if this will this come across that we are trying to make changes that weren't approved by the membership in the recent election.

Juncosa clarified that the Rules aren't part of the CC&Rs, and once we arrive at a final draft it will be circulated 28 days for membership comments, and the Board will consider those comments.

He explained the awkward thing right now is the second restated CC&Rs currently in effect are flawed because all of the detail of architectural rules are in the CC&Rs. So we have a whole bunch of things in the CC&Rs that we have to put in the Rules, but we can't overrule those ourselves.

We can make it clear when we circulate these that we aren't just taking things out of the CC&Rs. Except only one thing - that owners who have unbuilt lots need to manage the fuels within them.

Grahn-Nilsson clarified we aren't making changes to the Rules today.

Kelley will circulate the draft Rules to the Board members and asked if their comments could be submitted by 4/6/2025; Juncosa agreed.

Grahn-Nilsson questioned if draft will have proposed changes by Adrian, or just existing.

Juncosa mentioned it would be his proposed modification of Rules. The existing Rules are from 2013 and much earlier, and formatting is difficult, so no tracked changed and pretty much a total rewrite.

Kelley confirmed it should go out to Board before the weekend.

5:54pm - We moved to Section V, item E above.

H. Community Summer Gatherings

It was questioned if the Board would like to hold a monthly summer gathering. Kelley mentioned an owner is interested in assisting and Lori will follow-up with them.

I. Future Agenda or Shire Items

Suggested: Appointing committee members and holding a 5K trail run through the neighborhood

Bartlett mentioned some of the fees could be for a community party afterward. Bartlett mentioned

there may be a Town trails programs grant program. Juncosa agrees it would be beneficial to use these funds for trails improvements. Lori will look into the registration fees being donated to trails fund or

designated to capital improvement fund and a community party.

J. Board to provide summary report of Executive session meeting February 19, 2025

Per request of Grahn-Nilssen, Kelley reported that at the February 19, 2025 Executive Session, the minutes of January 15, 2025 Executive Sessions were approved, Reserves projects were considered, the contract for the sports court was awarded, the Board received legal advice regarding school use in the common area, a contract template was considered, and a collection item, and there was a personnel update.

VI. Adjourn to Executive Session

The Board adjourned to Executive Session at 6:38 PM. The following actions were reported:

It was moved by Bartlett and Anna seconded to approve the amounts of the Conklin and Howard bids for the sidewalks and shade structure, subject to approval of the scope of the wording in such bids. Motion approved unanimously.

Hoedeman moved and Bartlett seconded that we accept the Lighting bid of \$5,565 for high security re-key system. Motion carried unanimously.

We reconvened to open session at 7:41PM to address Section V, Item above.

Final Adjournment: 7:45PM

Prepared by:
Lori Kelley
GDRA

Accepted by:


Anna Grahn-Nilsson, Secretary