

Glenbrook Homeowners Association

Manager's Residence, 239 Old Highway 50, Glenbrook, Nevada

Saturday, March 9, 2019 9:00 AM

Fiscal Year 2019 2nd Quarter Meeting Minutes of the GHOA Board of Directors

Board Members Present: Dick Stuart, Roger LaVoie and Jonathan Fore.

Board Members Present by Phone: Nancy Nolan and Tom Tornga.

Jack Diepenbrock and Pete Jensen were unable to attend.

Manager Jenny Clark was present.

1. Call to Order, Roll Call of Board Members, and Announcements

With a quorum present, President Stuart called the meeting to order at 9:03 a.m. Community Manager Jenny Clark was present.

2. Members' Comments

CeCe Baise explained that she is now a full time resident and is disappointed in the plowing services. She feels more can be done to keep the roadways clear during snowstorms.

Sharon Bowman said she had the opposite view of the snow removal services. She stated the roads were always drivable after all the snowstorms. She agrees there is always room for improvement.

Candy Levien stated that the snow removal was fine considering being hit hard by continuous snowstorms. She explained that emergency vehicles could not make it down Short Road during the storms. She requested snow be removed from her lawn area as well.

President Stuart expressed his appreciation for the feedback from members. He discussed the Management Committee is evaluating the snow services and it's clear that this winter's record breaking snowfall pushed the contractor and his staff beyond their planned capacity and resources. The Management Committee expressed their concerns to Matt Setty the snow removal contractor and are confident he will make the necessary adjustments to prepare for future heavy snow fall.

Matt Setty explained there was communication issues with his snow removal team during the large snowstorms. He is working on implementing an emergency plan for this type of winter moving forward and will have a plan for the board to review late summer.

3. Approval of Board Minutes for December 15, 2018.

MOTION: To approve the Board Minutes for December 15, 2018.

Motion passed unanimously.

4. Manager's Report

A. Community Security Matters

Nothing to report at this time.

B. Dirigo Court Pathway to Glenbrook Club

Matt Setty with NVENV explained that he is meeting with TRPA to finalize plans and permitting. He will have completed plans and proposal for the next board meeting.

C. Smart Sensors for Irrigation

Matt Setty explained that he is in the process of soliciting a proposal from Ewing Irrigation for advisement planning and specifications. Matt will come back to board with options and costs.

D. Landscape Contract

The board reviewed IPM's proposal.

MOTION: To approve IPM's landscape proposal for April 1, 2019 through November 22, 2019 for a total cost of \$51,596.00.

Motion passed unanimously.

E. Gardener Contract

MOTION: A gardener will be used on an as needed basis for \$35.00 an hour.

Motion passed unanimously.

5. Fire Safety/Meadow Report from Committee Chair Roger LaVoie and Matt Setty

Matt Setty explained that the Committee reviewed a proposal to engage NVENV and Alchemy Aerial to provide a high technology solution toward identifying the highest fire risk areas. The initial contract for this assessment is \$66,000. They will rely upon aerial data collection by flying drones over every square foot of our community including Upper Slaughterhouse.

Visual observers on the ground will be used in conjunction with the drones. These drones carry Alchemy's spectral sensors which are engineered to locate, assess, and measure fire fuel type, health, and distribution. The resulting data analytics allow them to assess fire fuel types in proximity to all of Glenbrook's structures and their defensible spaces. It also allows them to assess Glenbrook's Wildland Urban Interface (WUI) areas.

The aim of these products is to support intelligent fuels mitigation efforts while providing an unbiased assessment of the fuels and forest. This will result in creating a Fuels Map of Glenbrook, which will indicate all vegetation fuels as being either: light, medium, or heavy. Special attention will be paid to trees with poor health, which under traditional visual methods could be difficult or impossible to identify. Such dying or dead trees can act as "lightning rods"

in Tahoe's summer thunderstorms. A second data collection will be conducted later this summer to assess fuel abundance changes, validate distressed vegetation, and generally identify the highest risk zones. These maps will then be evaluated by fire scientists, fuel experts, and botanists who will develop a Preliminary Fire Mitigation Plan. That will likely include recommendations for: biomass removal, mastication, and mechanized tree removal prescribed burns. The resulting information will then be shared with the TDF officials for incident planning and situational awareness. Implementation will be coordinated among TDF, NVENV, and GHOA.

MOTION: To approve the high technology solution toward identifying the highest risk areas for \$66,000.

Motion passed unanimously.

Fire Safety

Roger explained that the committee would like to stage a second Fire Evacuation Training. First responders, including a 911 call center operator will be there to implement evacuation training and dispense useful information. A July 8th date was suggested.

Update of the Glenbrook Community Perimeter Firebreak (Halo)

Matt Setty explained that GHOA is working with TDF along with the support of \$400,000 of federal and state grants to create a safe firebreak around Glenbrook's entire perimeter. For most of Glenbrook, this is a periodic cleanup of the existing firebreak, but it will also include first-time clearing of Stream Environmental Zones (SEZ) areas which were previously untreated and present fire risk due to the large amounts of dry fuels. The extension of the Glenbrook Halo to SEZs and controlled burns in such areas was pioneered by TDF and NVENV during 2018 on the lake side clearing of the Slaughterhouse Meadow. TDF contractors plan to masticate approximately 50 acres within the community this year. These lands include the perimeter of the meadows and thick brush on some of the open space parcels, and along roadways that are critical to fire equipment access.

Slaughterhouse Canyon

Matt explained that during 2018, after receipt of the required federal (Corps of Engineers) and state permits (NV Lands, TRPA, etc.) GHOA began the major restoration project beginning on the west side of Lands End Road and extending to the Lake. On behalf of GHOA and NVENV worked in conjunction with the Tahoe Douglas District's Fire Crew to clear, dry and perform a significant and highly successful controlled burn. Gone now is the dense blanket of willows and other vegetation which had totally encroached upon the meadow. However, prior to completing the burn, the massive winter storms arrived; and now the resulting major snow melt has delayed completion of this phase. Once sufficiently dry, Matt's crew will stack and pile the remaining wood and TDF will burn it. He further explained that on the west side of Lands End Road, NVENV restored North Canyon Creek (often known as Slaughterhouse Creek) to its historical stream bed. Finally, they will soon be planting a mix of natural Tahoe grasses and other native wetland plants to revegetate the natural meadow. Later

in 2019, similar meadow clearing work will begin on the east side of Lands End Road (the upper meadow) and continue into 2020. It will include the restoration of North Canyon Creek to its natural stream bed.

6. Financial Reporting/Financial Matters

MOTION: To accept all operating accounts, reserve accounts, bank statements, monthly financials statements and other financial documents for November 30, 2018, December 31, 2018 and January 31, 2019 that are required to be reviewed by the Board of Directors pursuant to relevant Nevada law, were provided to the Board Members prior to the meeting for their review.

Motion passed unanimously.

C. Status of Assessment Payment Delinquencies

President Stuart tabled for Executive Session.

7. Set Dates for Annual Members' Meeting, Board Elections & Record Date/Appointment of Nominating Committee & Other Election Items

MOTION: That the Date for the Annual Meeting of Members shall be August 10, 2019;

That the record date for Members eligible to vote at the annual meeting of members shall be July 9, 2019;

That the Association approves the mailing of the Notice of Eligibility and Application for Board of Directors to all members of the Association as required by law, on June 3, 2019;

That the final date for Members to respond to the Notice of Eligibility and Application for Board of Directors and for nominations to be made for any vacancies on the Board of Directors shall be July 5, 2019;

That the final date for mailing of Notice of Annual Meeting, Ballots, and materials shall be according to NRS statutes;

That the final date for Mailed Ballots to be received by mail by Inspector of Elections shall be August 9, 2019;

That a Nominating Committee of the Board of Directors be and here is appointed and its members shall be Members Nancy Nolan, Tom Tornga, Jack Diepenbrock and Jonathan Fore and, they are requested to solicit suitable persons for service on the Board in the event any of the incumbents choose not to seek re-election; and

That the McClintock Accountancy Corporation is hereby appointed to serve as Inspector of Elections for the elections of directors to be held in conjunction with the 2019 Annual Meeting of the Members of GHOA and all other matters subject to Membership vote at such meeting if any of the elections are contested; if the elections are uncontested and in order to save the cost of employing an independent Inspector of Elections, the management of the Association and one non-director /non-officer member of the Association are authorized to serve as Inspector of Elections, and to suitably certify the results of the election.

Motion passed unanimously.

8. 2019 Events Planning

A. Event Calendar and Expenses

Manager Clark discussed the following costs:

4th of July - \$39,200

Carson BBQ – Committee Discussing Menu - Not to Exceed \$30,000

Donuts/Coffee Flag Raising - \$800

Decorations/Supplies - \$500

Chair/Linen Rental - \$600

Beer/Wine/Soft Drinks - \$4,000
Band - \$2,700
Tip for Set Up/Tear Down Crew - \$600

2 Movie Nights - \$300
Soft Drinks/Candy/Pop Corn - \$300

Tuesday's Kids Program - \$700
Food/Drinks - \$300
Supplies - \$400

Glenbrook Day (August 1st) Theme TBD - \$2,300
Food/Drink - \$1,300
Entertainment - \$500
Decorations/Supplies - \$500

TOTAL - \$42,500

Less 4th of July Sales Approximately - \$12,000

TOTAL Special Events Cost - \$30,500

The 2019 Special Events/Gatherings Budget \$40,000

MOTION: To approve expenses and charge \$30 for adults and \$10 for children under the age of 10.

Motion passed unanimously.

B. Support of 4th of July Fireworks

Manager Clark explained that she will send out the 2019 Firework Donation flyers and collect donations and send to Diane Rogers.

9. Discuss Pier and Buoy Shuttle Operations

A. Shuttle Boat Agreements/Costs

The board reviewed the 2019 buoy rental paperwork. Manager Clark suggested that any GHOA buoy's left over for daily rentals that the daily rental fee of \$45 be increased to \$50 per day. Manager Clark was directed to review the marina insurance and research private buoy owners (non-members) using the GHOA shuttle service.

MOTION: To charge a daily buoy rental fee of \$50.

Motion passed unanimously.

10. Correspondence Items

Nothing brought forth at this time.

11. Other Matters

Nothing brought forth at this time.

12. Members' Comments

Candy Levien requested the board consider adding one more true gardener to the landscape team. She felt last years gardener (Bee the Landscape) needed to be guided and reminded. She further explained that she does not like the red shrubs along the white fence near the ballfield.

13. Executive Session Meeting closed pursuant to NRS 116.31085-3.

Closed session.

14. Adjournment

President Stuart adjourned the meeting at 12:40 p.m.