Glenbrook Homeowners Association

Manager's Residence, 239 Old Highway 50, Glenbrook, Nevada
Saturday, December 14, 2019 9:00 a.m.

Fiscal Year 2019 4th Quarter Meeting Minutes of the GHOA Board of Directors

Board Members Present: Dick Stuart, Pete Jensen, Nancy Nolan, Tom Tornga, Roger La Voie and Jonathan Fore.

Jack Diepenbrock was unable to attend.

Manager Jenny Clark and HOA attorney Jarrad Miller were present.

1. **Call to Order, Roll Call of Board Members, and Announcements**
   With a quorum present, President Stuart called the board meeting to order at 9:03 a.m. President Stuart announced Jack Diepenbrock's resignation from the board. President Stuart thanked Mr. Diepenbrock for helping in with negotiating The Glenbrook Accord with the Glenbrook Property Owners. He further thanked Mr. Diepenbrock for his many years of service to the GHOA board of directors in helping prevent liability and excellent legal counsel.

2. **Members' Comments**
   Gayle Riley read a statement see attached.

   Elsie Kelly explained that it's obvious that the community is equally split. She feels there should be a limit on how many rentals are allowed and cut off anything over a certain.

   Doug Jones explained that he is in favor of rentals with rules and pointed out that the rules can be tweaked down the road as needed.

   Ian Peterson introduced himself and explained that he and his family are in favor of short term rentals he is available after the meeting for any questions and concerns.

3. **Appoint Board Member**
   President Stuart announced Karen Diepenbrock's interest in serving on the GHOA board of directors. He shared her resume and accomplishments; see attached.
   MOTION: To appoint Karen Diepenbrock to serve the remainder of Jack Diepenbrock's term.
   Motion passed unanimously.

4. **Approval of Board Minutes for Approval of Board Minutes for August 7, 2019, August 10, 2019, September 9, 2019, and September 28, 2019.**
   MOTION: To approve the Board Minutes as presented for August 7, 2019, August 10, 2019, September 9, 2019, and September 28, 2019.
   Motion passed unanimously.

5. Rental Advisory Ballot Results

President Stuart explained that the McClintock Accountancy Corporation has completed its independent tally of the 2019 Advisory Ballot, a copy of which is attached. Out of the 187 members voting, the majority voted to permit short-term rentals of less than 30 days and selected a minimum rental period of seven (7) days.

The board will review/approve rental rules at the March Board Meeting.

6. Manager's Report

A. Community Security Matters

Manager Clark explained that the gate codes and remote devices were updated in October.

B. Dirigo Court Pathway to Glenbrook Club Update

Matt Setty explained that a new alignment for the cart path to be located on the Golf Course property and avoid the Kingman parcel entirely is being considered. This will reduce the cost of the project but has additional aesthetic and safety considerations for the Gold Course. If approved during meetings this winter, a work plan and project budget will be presented to the Board at the March meeting.

C. Smart Sensors for Irrigation Update

Matt Setty explained that work has started on the communication conduit installation to link the Cottage and Townhome areas of the irrigation system. To date 1,920 feet of conduit has been installed and the area was revegetated with a non-woody plant firebreak seed mix. The second phase of this work will consist of an additional 2,400 feet of conduit that includes a creek crossing and road crossings. This communication upgrade will allow the hardwire connection to the majority of the sprinkler valves. Ewing Irrigation has been subcontracted to assist with the design and equipment procurement. Ewing designers have had two site visits and are working with NVENV and Jose to finalize the system mapping and equipment selection. A final design and equipment purchase will occur in February and installation of the equipment will start in March. The system is anticipated to be fully operational by the end of April. The team has been working on ways to reduce the capital costs of the program. Ewing Irrigation is also working on a water saving estimate based on similar systems. The preliminary estimates of 15%-30% of water volume saving is anticipated, additionally the automated leak detection and rain shut-off features will further enhance the water sustainability objectives of this project. A final system upgrade for in the range of $75,000 is expected in early February. A final budget and a discussion on the system functionality will be provided at the March Board Meeting.

D. Roadway Slurry Project Update

Manager Clark explained that Lumos is working on a roadway report proposal and she expects to have available by the next board meeting.

E. Golf Cart Parking Update

Matt Setty explained that he is looking into a permitting strategy for the incorporation of several golf cart parking spots along the beachfront GID maintenance road and near the creek crossing at the end of Glenbrook Inn Road. A discussion of a BMP design that will allow this to be approved without the need for TRPA coverage is underway and will be reported on at the next meeting.

F. Welcome Committee Update

Manager Clark explained that she and Susan Clemens would like to welcome new GHOA members with a quarterly open house, the first to be held at the Lake Shore House. We will decide on other host locations in the near future. Those invited would be all GHOA and GCTA board members, staff, families and direct neighbors to the new owners. The HOA would cover the cost for the food and beverage along with a gift(s) put together by the committee. The gift(s) would include Historical Glenbrook items and other items approved by the committee.

7. Meadows/Fire Safety Report

Matt Setty explained that the 2018-19 Phase 1 meadow restoration work is near completion and native seed has been planted in the meadow between Lands' End Road and the Lake. This seed mix is designed to increase wetland plant diversity and will soon be emerging with new growth and color in the early spring. Crews have cleaned up much of the debris and burned the remains of last year's fuels control project, and final vegetation work will be scheduled for this spring as weather and runoff conditions allow.

The Phase 2 restoration work will start in February with the removal of old and dead willow and alder upstream of Lands' End Road. Crews from Tahoe Douglas Fire (TDF) and NVENV will be working in the area for the next few months. Please feel free to stop by and ask questions. Best management practices will be employed to minimize disturbance to residences and ensure protection of water quality and affected areas. Permits for the work within the wetland is expected to be issued in the next few weeks and work will start as soon as weather/ground conditions allow.

MOTION: To approve the contract with the understanding the approximately $12,000 will carry over for a few years as reporting is done. The balance of ~ $100,000 will be billed in 2020.
This scope includes the fuel reduction work (part of it was subbed to TDF crew) which is almost done, plus the permitting an construction of the pond and kiosks.
Motion passed unanimously.

8. Financial Reporting/Financial Matters
A. Review of Operating and Reserve Accounts
B. Review of Bank Account Balances/Institutions/FDIC Coverage & Terms
MOTION: To accept all operating accounts, reserve accounts, bank statements, monthly financials statements and other financial documents for Fiscal Year End 2019, September 30, 2019 and First Quarter, October 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.

D. Review/Acceptance of Draft Audit Report Fiscal Year 2019 by McClintock Accountancy
MOTION: To approve the Draft Audit Report Year 2019 by McClintock Accountancy Corporation and authorize McClintock Accountancy Corporation to provide the Final Audit Report.
Motion passed unanimously.

MOTION: To transfer the $150,000 deferred income to the reserve account.
Motion passed unanimously.

9. Correspondence Items

The Board reviewed email correspondence provided in their board packets.

10. Other Matters

Nothing brought forth at this time.

11. Members' Comments

Rick Wolford stated his concerns about water conservation and stated that he does not understand why the

Glenbrook Water Coop does not purchase more water rights. He further explained that the rental issue is clearly a divisive and he prefers no short term rentals. He stated some vacation rentals are disruptive and has concerns with the rapidly growing rental industry. He would like strict rules and regulations implemented for the short term rentals. He asked that the rules be written and presented formally in the spring. He would like to see an annual budget and rental costs.

Ian Peterson explained that he is in favor of an ad hoc committee for rentals he also asked that a handout be Made available to the board and membership, see attached.

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

Closed session.

13. Adjournment

President Stuart adjourned the meeting at 1:45 p.m.