

CARNELIAN WOODS
MINUTES OF THE BOARD OF DIRECTORS' MEETING

Held electronically via Google Meet
on Tuesday, March 19, 2024, at 5:00 p.m.

1. CALL TO ORDER

There being proper notice of meeting, Don Adams, presiding as Chair, duly called the meeting to order at 5:02 p.m.

2. ROLL CALL / QUORUM CHECK

BOARD MEMBERS:

Don Adams	President (<i>Chair</i>)	Dave Sullivan	Director
Celia Barry	Vice-President	Carlos Sanchez	Director (not present at roll call)
George Shaw	Treasurer	Greg Hubachek	Director
Larry Nowels	Secretary	Mike Proffitt	Director (Absent)
Perry Fox	Director (not present at roll call)		

INVITEES PRESENT:

Nicholas Saadi	Community Association Manager (CAM), Alpenhof Management Services
Brian Grant	Pacific Premier Insurance Associates
Jack Venable	Architectural Review Committee, Chair

3. REVIEW & APPROVAL OF MINUTES

MEETING MINUTES OF FEBRUARY 20, 2024

The minutes of the Board of Directors' meeting held Tuesday, February 20, 2024, were approved with no amendments.

On a motion made by George Shaw, and seconded by Larry Nowels, it was proposed that the minutes of the Board of Directors' meeting of Tuesday, February 20, 2024, be approved as presented. All in favor, motion carried.

4. MEMBERS' FORUM

During open forum, each attendee may address the board for up to three (3) minutes. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rules of decorum and not engage in other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the bottom of this agenda.

Owner of Unit 22 requested information on how to address window(s) needing repair/replacement. Homeowner was directed to contact the Office directly.

5. GENERAL MANAGER'S REPORT

a. Alpenhof On-Boarding/Report – Nicholas Saadi

Nicholas reported that the transition to Alpenhof Management Services has begun. Membership has been advised of the change and invited to enroll in the new eUnify member portals. Accounting is in the process of transitioning from Wells Fargo to First Citizens accounts. Board Member portals have also been set up for invoice approvals, etc.

b. eUnify Introduction & Overview – Nicholas Saadi

Nicholas provided a brief overview of the eUnify portal through screen-share.

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c. Winter Updates – Nicholas Saadi

Nicholas reported that maintenance staff as well as contracted snow removal staff have been conducting snow removal activities over the last few weeks. There is possibly another storm coming this weekend.

d. Service Requests – Nicholas Saadi

Carnelian Woods Services is no longer operational. The Office continues to receive and monitor services requests and ensure they are within the association's scope (price and ability).

e. Vehicles – George Shaw

Director Shaw is in contact with David Davis (Senior Maintenance) to gather requested specifications for replacement vehicles. Director Shaw was unable to connect with Jack Venable to discuss skid loader details. In response to a question from Director Fox, Director Shaw advised it is preferable to have a fixed-axle vehicle for snow removal in the future, rather than to add a plow to an existing vehicle.

6. PRESIDENT'S REPORT – Don Adams

a. Pavilion Lease Renewal

Signed lease agreement has been received from the tenants. Tenants requested a copy of their original "move-in checklist". Director Adams requested the Management to conduct search for this.

b. Insurance Renewal Presentation

Current insurance policies for the Association will be expiring on March 31 and will not be renewed. Director Adams presented information regarding the Association's possible paths forward in ensuring the Association has insurance coverage.

Option #1 is to obtain coverage for Full Replacement Cost (equaling approximately \$56 million). Premiums for this type of coverage are estimated to cost \$1 million annually. It is difficult to obtain this type of coverage. Many/most of the 22 carriers that were contacted declined. The Executive committee has agreed that this is not a viable option for the Association.

Option #2 is the CA Fair Plan and Excess Surplus Coverage (equaling approximately \$25 million). Premiums for this type of coverage are estimated to cost \$300K annually. With this option, the HOA and Homeowners are at risk for remaining cost to replace. This is also problematic because many banks/lenders require coverage for replacement cost, as do the current CC&Rs.

Option #3 would require rewriting the CC&Rs to require homeowners to obtain coverage for the exterior of their units. This would mean the HOA covers common areas only (i.e., lodge, tennis courts). This is not immediately practicable, as it would require a vote to change the CC&Rs, and would require the Management/Association to monitor homeowners' coverage. Premiums for this type of coverage are estimated to cost \$500K annually.

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c. Settlement of Ex-Manager Claim

Director Adams reported the Association has reached a settlement of \$43K with former Office Manager, Teresa Bertini.

7. VICE PRESIDENT'S REPORT- Celia Barry

a. Winter 22/23 Insurance Claims Repairs Update

RMC identified the original roofer and is working with the business to complete roofing repairs. RMC is hopeful that windows, siding, and deck work will begin as soon as weather improves. The roofing should be completed prior to next winter.

8. TREASURER'S REPORT – George Shaw

a. Accounts Receivable Update - Only one homeowner is behind on payments.

b. Financials - Nothing to report.

c. Mid-Year Budget Review/Budget & Dues Increase

There was an unexpected cost of \$43K + expenses related to the Bertini settlement. Additionally, the \$25K deductible on the insurance policy was not budgeted. A mid-year dues increase is required to help cover those expenses. Without a homeowner vote, an increase of up to 20% is permitted. An increase like this would bring in an additional \$44K. Additionally, dues will likely need to be increased next year. The Association budgeted to maintain a \$100K buffer in a checking account.

On a motion made by George Shaw, and seconded by Celia Barry, a mid-year budget increase of 6% was proposed for remaining 2023-2024 dues. Board members called for a vote. Abstention by Director Sanchez. All others in favor, motion carried.

9. SECRETARY'S REPORT – Larry Nowels

Nothing to report regarding Meeting minutes. Bylaw update in progress.

10. COMMITTEE UPDATES

a. FORESTRY COMMITTEE – Celia Barry

Received request from homeowner for Association to perform defensible space work specific to STR permit requirements. Discussed viability of Association performing unit/homeowner-specific defensible space work upon request vs. increasing frequency of the (currently annual) total property defensible space work. Jack Venable noted that Placer County recently passed update to STR permitting process indicating that if any one STR unit on a property fails defensible space compliance, all STR permits for the property will be revoked (effective March 2027).

Sugar Pine Foundation will be visiting the property on April 16, at 12:30 PM to evaluate and identify appropriate planting locations. Plantings would be completed in May.

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b. INSURANCE COMMITTEE – Nothing additional to report.

c. STRATEGIC PLANNING – Nothing to report.

d. WEBMASTER/COMMUNICATIONS – Nothing to report.

e. ARCHITECTURAL REVIEW – Jack Venable

Committee Chair reviewed potential changes from Placer County regarding STR permits and BBQs. No new ARC applications have been received for approval.

f. POOL/SPA – Carlos Sanchez

Additional floating covers for the hot tubs were received last week. Facilities Maintenance reported pool and hot tub signage is in compliance with CA requirements. Historically, pool is open from Memorial Day weekend until Labor Day weekend, weather dependent. There is no anticipated change to pool or hot tub hours.

The Board reviewed and discussed moving to un-monitored pool and hot tub operations. The Board directed Alpenhof Management to investigate and provide proposal on how to implement unmanned pool/hot tub operations in the future.

g. FINANCE – George Shaw

Alpenhof Management will be handling creation of the next budget. However, Management still benefits from input from committee members. Finance Committee will remain intact and it is requested that members continue to add information to documents in the drive.

11. OLD BUSINESS

Sage Point Proposal

Board discussed Phase I of SagePoint Real Estate Company Proposal. While the Board agreed they are amenable to the proposal, there is a desire to delay execution of proposed contract until October 1, 2024 (next fiscal year).

On a motion made by Larry Nowels, and seconded by Perry Fox, it was proposed the Association enter into contract with SagePoint with an agreement to start work October 1, 2024. All in favor, motion carried. Director Hubachek not present when voting occurred.

12. NEW BUSINESS

No new business to review.

12. RECESS TO EXECUTIVE SESSION

SUMMARY OF EXECUTIVE SESSION

The following items were discussed during the executive session:

- Staffing
- Outstanding Legal Matters

13. NEXT BOARD MEETING – April 16, 2024, at 5:00 p.m. to be held virtually.

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14. ADJOURNMENT

On a motion made by George Shaw and seconded by Perry Fox, it was resolved that the meeting be closed at 7:24 p.m.

Disclaimer: The meeting minutes, including confidential minutes or any other attached addendums, are the responsibility of the Condominium or Homeowners' Association, and it is the Board's responsibility to ensure the minutes are correct and complete prior to approving. The meeting minutes are a summary of the meeting discussion only.



Secretary or Director

05-17-2024

Date