

## **Palmer HOA Board Meeting Minutes**

**Date:** June 18th, 2023

**Time:** 7:30 PM

**Location:** Zoom Video Conference

### **Board Members Present:**

- Jeremiah McGuire-President
- Tyler Oester -Vice President
- Andy Martsolf-Treasurer
- Lindsey Grannis-Secretary

### **Meeting Commenced:**

The meeting was called to order at 7:30 PM by Lindsey Grannis, the HOA board secretary

**Pipe Break Incident:** Lindsey Grannis reported on a recent pipe break incident. A significant break in the irrigation line near Palmer Simple was detected, prompting immediate action. Christian Sabia attempted several resets without success before contacting Mark Greene with MA Construction for assistance. Mark promptly arranged for construction to address the issue, which was resolved the following day. The repair incurred a cost of \$1,400, impacting the HOA's maintenance and operating budget.

**Acknowledgment and Discussion:** Andy Martsolf acknowledged the financial impact and expressed gratitude for prompt action.

**Financial Matters:** Discussion ensued regarding dues collection, with Lindsey Grannis noting 9 out of 20 homeowners had submitted payments in full.

**Meeting Progression:** Conversation shifted to upcoming bills, including those from Save A Tree and Grand Valley Power. Lindsey Grannis highlighted the need that Grand Valley Power's would need the HOA's federal tax ID to facilitate payment setup.

**Reimbursement and Billing:** The board discussed pending reimbursements and invoices from various vendors, aiming to settle outstanding accounts efficiently.

**Irrigation System:** Jeremiah McGuire proposed streamlined communication for homeowners regarding irrigation guidelines, suggesting clearer directives to minimize confusion. Tyler mentioned the current letter submitted by Christian Sabia outlined key points and found it useful. Jeremiah suggested to add a footer note to the Irrigation letter mentioning any new installations would need to be approved and then contact Christian regarding their water schedule for 2024. Jeremiah motioned to approve the letter. Lindsey seconded. Current letter regarding Irrigation installation and rules and regulations will be sent out to all homeowners

**Watering Schedule:** Discussion regarding Christian's watering schedule that was provided to the board. Lindsey clarified that the 4-year schedule was alternating timeframes for each lot.

Andy mentioned that it might be an issue with some homeowners regarding programming their timers correctly and that the board would probably need to address the schedule at a later date once more homeowners have irrigation installed. The hope is to simplify the schedule. Watering schedule tabled for future discussion.

**ACC Guidelines:** Discussion regarding Kendra Oester's document outlining ACC guidelines and landscape plantings. Andy was concerned the recommended trees and shrubs were too specific and also meant for dry high desert areas not particularly relevant to Palmer Subdivision in the valley. Lindsey agreed regarding the aesthetic overall look within the subdivision should not be all high mountain desert xeriscape.

The Board was in agreement that the ACC should not recommend what can be planted but only what cannot be planted (i.e. invasive species of trees and shrubs) Jeremiah agreed to go back to ACC and ask for revised guidelines. The Board would review again once revised.

**Bylaws:** Board reviewed the final draft of Palmer Subdivision Bylaws document. Tyler motioned to approve. Jeremiah seconded.

**Additional Discussions:** Lindsey mentioned that the HOA would need to get 2 sandwich board type of signs to post pertinent information within the subdivision. Jeremiah approved the purchase.

Andy and Lindsey discussed meeting time at Alpine Bank to open HOA bank accounts. Lindsey mentioned we would need the Federal Tax ID number for that. Lindsey would work on that and meet Andy to open bank accounts.

There was further discussion regarding the Declarant replacing the irrigation pump and dead trees. Lindsey let the board know Christian was in contact with Mark Greene and working on a plan for install date and tree replacement. Lindsey also mentioned that Mark Greene would not be doing the HOA irrigation system blowout since he didn't carry insurance. The Board will look to get a quote from SavaTree and have them do all common area maintenance and irrigation blowout. Lindsey mentioned HOA would not have to pay Mark Greene for any services this year.

**Insurance:** Jeremiah inquired whether there was a need for contracted service vendors to carry liability insurance or would the HOA's insurance policy cover any liability if a service vendor were to get hurt on property. Jeremiah mentioned a policy rider that may be added to the HOA's insurance policy. Also to have contracted vendors such as SavAtree add Palmer Subdivision HOA as an additional insured on their liability policy.

**9 Governing Policies:** Board discussed a rough draft of the 9 Governing Policies that are required by the CCIOA. Lindsey suggested having a professional review of all the HOA governing documents once the board has approved and adopted them. Andy and Tyler agreed they would work on a draft of the 9 policies and get something to the board to review before the next meeting.

**Irrigation Violation:** Lindsey addressed the issue of the 2 lots that are in violation of the CCR's as they removed HOA property when they had their irrigation regulators removed. Jeremiah agreed to work on a draft of the letter explaining the violation and remedy options that will go out to the 2 homeowners. He will submit the letter to the board via email for approval before sending.

**Adjournment:** With no further business to discuss meeting was adjourned at 9:15pm

**Minutes submitted by:** Lindsey Grannis, Secretary



A handwritten signature in blue ink, appearing to read 'Jeremiah McGuire', is written over a horizontal line. The signature is stylized and somewhat cursive.

**Approved by: Jeremiah McGuire, President**

7/30/24

**Date**