

Gabriel Commons Board of Directors

Meeting Agenda

11/22/2024

6:00 pm Zoom meeting

Board members In attendance: Joanna Ponce, Dan Ertel, Elizabeth Brooke-Willbanks, Jonny Loch

Board member absent: Pat Smith

Homeowners present: Sharon VanSickle-Robbins, Mary Lou Haas, Syd Newell, Charles Duncombe, Joel Glick and Emily Polanshek, Connie Cox, Laura Miller, Evan Belknap, Rita Eagle, Rochelle Balzer, Judy Blount, Karen Dishner, Maryann Lewis, Jody Trombly, Scott Shurtleff

Meeting called to order at 6:08 pm by Joanna.

1. Approval of September 20, 2024 Board Meeting Minutes - Joanna moved to accept the minutes, seconded by Jonny. Approved unanimously.
2. HOA Board Zoom Account - Joanna purchased a zoom account for GC. This will be added to our budget. She will ensure that AMS has the credentials for accessing the account.
3. Waste Management Update - all homeowners have signed up for individual accounts. GC is no longer paying for common WM services.
4. Vegetation trimming and removal (Landscape Committee) - The landscape committee did a walk through of the grounds to determine where vegetation needs to be cut back. All vegetation and trees need to be at least 2 feet away from the siding. Green Earth will do a bid on this. As a reminder - all owners need permission to do any planting.
5. Notice of winterizing outdoor faucets - With cold weather approaching all outdoor faucets need to be winterized. They will have to be turned back on for the upcoming roof and deck washing.
6. Roof & Deck Washing - Joanna will send out notices on the exact days they will be here. We are working to coordinate this task with any tree trimming that needs to be done by Wind Thin, our tree management company. We'd like to have the tree work done prior

to the roof and deck washing. We will be spending \$5,000 this year and \$5,000 next year to do tree work. A lengthy discussion ensued around how much to spend on tree management and how to manage our trees in the most cost effective manner. Wind thins original bid to us was \$25,000. Additionally, GC is responsible for the north end of green space bordering the creek even though this is city property. The Landscaping committee will do a formal recommendation to the board regarding tree management and budget.

7. Window & Doors survey – Lathan from Lifetime Exteriors met with homeowners this past week to follow up on specific bids for homeowners regarding doors and windows. He will be back this week to meet with additional homeowners.
8. Budget update: Impact on 2025 HOA Fee (discussion) Currently we project keeping the monthly HOA fee relatively flat. Expect to see a small increase.
 - a. extensive landscaping conversation - see item #6 above.
 - b. Pool budget - proposing \$1,800 - AMS projected \$200 bringing it up to \$2,000. We will have some work to do on the deck.
9. Siding Project Update & Next Steps (Discussion) : Jonny provided an overview of where we are with the project.
 - As a community we need to be willing to take on special assessments to take on large projects such as \$100,000 for major tree work.
 - Along with the siding vote, should we consider adding \$3,000 - \$5,000 to the special assessment to get ahead of the hole we are in?
 - Jonny spoke with Kimberly at LE. They are eager to work with us but we need to make a decision soon. Prices will go up after the first of the year. Dan met with LE to review the plans for the siding project which helped LE refine the project. They addressed many of the questions brought up by homeowners previously.
 - Both LE and the bank are willing to meet.
 - Connie - are our excess reserve funds invested in a cd ladder? If we don't have this we should. Do it in six month increments.
 - Scott - Seismic retrofit is not included. It feels like the opportunity to do this. Each unit had different things done to each unit. The straw poll results had only about 35% support. The reality is we can't pass it in the community right now.
 - Mary Lou - also proponent of seismic retrofit - common element issue
 - Kay - when we visited this in 2016/2017: there was a concern that our insurance would not cover us in the event of a significant earthquake because we have not

done necessary requirements for earthquake retrofit. Elizabeth will reach out to our insurance broker to clarify this.

- Joel - agree we need to do the earthquake retrofit - can we bring this up with LE again? Insulation - can homeowners do this on their own? Joel would like it as an option. Jonny responded - sheathing would have to be pulled off each unit then add the insulation. This increases the cost.
- The board will let LE know that if a homeowner wants to add insulation on their own they can. All additional costs would be on the homeowner.
- Rita - would like to add insulation
- Sharon - 10-15 years ago units did have some seismic work done. There are documents in the HOA files regarding this.
- First week of December - meet with LE and NW community bank
- Vote ASAP according to our bylaws
- Can we wrap the special assessment into the annual meeting? Jonny will ask LE if they will honor their price if we vote at our annual meeting in January.

NEXT STEPS / TIMELINE:

1. Jonny will contact Lifetime Exteriors to set up a homeowners meeting. He will also ask if they will honor their price if we do not vote on this until the annual meeting in late January.
2. Ideally we will have a meeting with LE and NW Community Bank the first week of December.
3. Elizabeth will contact our lawyer and work with him to write up a proposal for the special assessment.
4. The board will work with AMS to get all the materials ready for our annual meeting and a vote on the special assessment.
5. Proposed Annual Meeting - January 23 - over zoom.

10. Board recruitment - 3 new officers are needed for 2025; Elizabeth, Jonny and Pat going off. Dan will continue on the board as will Joanna.

Next Board Meeting - will be determined

Adjourn at 7:27 pm

ADDENDUM TO MINUTES:

In March 2024, we sent out a survey to homeowners to gauge interest in the siding project. Those results were shared with homeowners in April. Those results are included below for your reference.

28 homeowners responded - this includes one homeowner who submitted their answers in writing.

- 22 homeowners indicated their first choice of action would be to replace the siding with new
- 5 homeowners indicated their first choice of action would be to maintain the existing and do a one-time special assessment to address maintenance needs
- 1 homeowner indicated their first choice of action would be to hire a full-time maintenance person.

As far as how much homeowners are willing to spend on this project:

- 2 people : \$100,000
- 1 person : \$80,000
- 1 person : \$70,000
- 7 people : \$60,000
- 1 person: \$55,000
- 8 people: \$50,000
- 2 people: \$30,000
- 3 people: \$10,000
- 1 person said it depends on the HOA dues
- 2 people said whatever it takes

Do you support including earthquake retrofit as part of this project:

- yes - 16 votes
- no - 9 votes
- maybe or unsure - 3 votes

Do you support requiring window and door replacement if they have not yet been done or they are not properly installed?

- yes - 23 votes
- no - 4
- one homeowner voiced doubt on the cost shared in this survey