



GRAF MEADOWS

HOME OWNERS ASSOCIATION

WELCOME!

2022 Annual General Meeting

Thursday January 27th, 2022

Microsoft Team Meeting - OnLine

Virtual Meeting Ground Rules

David

- ❑ **Ensure to type your name & house in the chat at start of meeting. This will be used for attendance tracking and the “\$10 dues discount”**
- ❑ **As each Director presents their slide(s) the meeting will be muted to rest of persons in attendance.**
- ❑ **If you have questions for the speakers – 3 options**



Feel free to type them in the chat any time during the webcast. The Secretary will read these questions out during times of meeting when open for Q&A



Click the raise hand button and this will show up on screen. Secretary will reach out to you when open for questions so you can ask your question or give feedback



Wait for Q&A to open at end of each slide or in the open Q&A session at end of meeting. Unmute yourself to ask a question and please mute afterwards.

- ❑ **As a courtesy to others, please mute yourself while speakers are presenting and after your unmute to raise a question / discussion.**
- ❑ **If you have feedback or input, please reach out to us at the contact info we have on our website @ www.grafmeadows.com**

Agenda

David

- **Board Member Reports:**

- Presidential Opening Remarks & Report (Scott)
- Treasurer Report (Dan)
- Architectural / Landscaping Report (Scott/David)
- Social Report (Julie)
- Secretary / Webmaster Report (David)

Some key items to be shared in the above reports:

- Reserve fund status
- Springville Fence Maintenance/Replacement status
- Springville construction and impact to HOA sprinkler system
- Vacant and opening Board positions and growing need to get some new volunteers on the board

- **Elections: Treasurer, Architectural Control Chair, Landscaping Chair, and Webmaster**

*Positions are currently open positions and we really need some members to volunteer to step in to fill these roles
If any members interested in these open positions or like information on how you can help out your board,
please reach out to us at bod2022@grafmeadows.com*

- **Q&A and Opens from the Floor**

- **Meeting Closure**



2021/22 Board of Directors, Others

Scott

Directors	Current Position	Term Ends
Scott Mikkelson	President	Jan'23
Monica Dolezsar	Vice-President	Jan'22
David Dolezsar	Secretary	Jan'23
Dan Di Matteo	Treasurer	Resigning
OPEN	Architectural Review Chair	Open
OPEN	Landscaping Chair	Open
Julie Mikkelson	Social Chair	Jan'23
Monica Dolezsar	Social Chair	Jan'23

Other Members

David Dolezsar	Webmaster
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BIG THANKS AND APPRECIATION TO DAN DI MATTEO - HOA TREASURER XX to 2022

- ❖ The board is always looking for new ideas and people to join
- ❖ All new Directors will enjoy a 2 year term on the Board
- ❖ This is a great opportunity to give a small amount of time back to the community and help make our neighborhood the kind of place we all want it to be.
- ❖ HOA dues waived

Presidents Update

Scott

President Role

Holds semi-monthly meetings in person or via email
Organizes annual general membership meeting, w/ other board members

- ☐ **Covid Pandemic impact to “normal” HOA functions**
 - ☐ Virtual Meetings
 - ☐ Social Activities
- ☐ **Members reach out to the Board throughout year on variety of issues they believe HOA should own or follow-up on**
 - ☐ All issues are discussed to gather both sides and see if truly within HOA jurisdiction and covered within our CC&Rs
 - ☐ Contact info, Minutes, CC&R's... posted to our Website
www.grafmeadows.com
- ☐ **Needing new Board Members to help fill vacant positions. We will be looking for any volunteers to Nominate themselves once we get to Election portion of the AGM**

Treasurer Update (1 of 2)

Dan

Treasurer Role

Collects assessments. Produces and maintains a budget.
HOA financial oversight, incl. receivables, payables.

Budget	2021 Budgeted	Actual	2022 Forecast
Insurance	1191	1191	1195
Landscaping	3000	3000	3000
Water	1000	261	300
Social Activities	375	152	375
AGM Room	0	0	0
Corporate Fee	50	50	50
PO Box	226	226	226
Fence Repairs	4000	600	600
Postage	80	55	80
Website	110	107	110
Sprinkler Repairs	500	0	500
Total	10532	5642	6436

Meeting notes: Changes mentioned:
Fence repairs forecast shown as \$600 (was \$4000)
Sprinkler repair raised to \$500 as has leak needs fixed. Was showing \$0

Treasurer Update (2 of 2)

Dan

Account Balance January 1st 2020/2021	\$13615.06	\$12171.55	
Account Balance January 1st 2022	\$15047.70		
Income January 1st - January 1st	2019 \$11866.02	2020 \$4148.91	2021 \$8446.88
Money Spent January 1st - January 1st	2019 \$9104.06	2020 \$6935.51	2021 \$5640.74
Outstanding Dues	2019 \$3547.51	2020 \$5932.58	\$3192.49 past due \$2842.16 in liens

2021 # Households Paid 63 vs. # Households Still Owe 15

Needing new volunteer HOA member for this position – **Priority**

Jan 1st balance was approximate – Treasurer stated was unable to access online bank account.

ARC Chair (Architectural Review Committee) Role

Responds to ARC requests

❑ Duties:

- Review issues that relate to the look of houses and yards in our neighborhood. This would include house paint color, outbuildings and some landscaping items.
- Does not replace the need for County permits and does not act as a mediator between neighbors.

❑ Approvals / Escalations

- CCR's as written to set the type and look of the neighborhood
- Board Discussion on all member escalations
- Not all are legally or financially supportable
- Enform members when there is a violation

❑ Needing new volunteer board member for this position – Priority

- Pre meeting just one nomination received

❑ ARC Items

- Recent Issues and member escalations
 - Escalation on house color
 - Escalation on trailer parked in driveway
 - Escalation on condition of HOA fence
 - Parking on 165th Ave close to intersection
 - Request to construct new fence design/material
 - Request to level plot of land
 - Request to install a shed
 - Request to install solar panels
- Please contact ARC Chair/Landscape Chair for tree removal approval (especially trees adjacent to neighborhood roads, county requirements to number and type of trees and setback in our neighborhood).
- House color change and structural/adds require review by the committee/board.

Landscaping Review Update (1 of 2)

(David)

Landscaping Chair Role

Manages upkeep of main development entrance

☐ Sprinkler System

- Installed on “County Property” and now impacted by the Springville Road construction.
- Various emails/meetings with County and Construction
- Impact by Phase 3 Springville Construction Completed Fall 2021 - Zone 4,7,8 – Disconnected
 - Zone 6 still maintaining (Entrance monument and plants along fence line). County replaced damaged backflow preventor
- Impact expected Phase 4 Springville Construction (Spring 2023 Construction)
 - Zone 1,2,5 – Planning Disconnect but will maintain during 2022
- Expect repair \$ this spring for unidentified leak
 - Zone 3/6 will still maintain (Entrance monuments and plants along fence line)
- Design not as expected – No watering, but will continue to mow/maintain and evaluate during 2022



☐ Needing new volunteer board member for this position – Priority

Landscaping Review Update (2 of 2)

(Scott)

❑ HOA Fence Plans

- These type of special HOA projects that get member to volunteer
- Original HOA Special Assessment from 2018 for critical fence repairs/painting to extend up to 5 years as HOA had no required reserve funds at that time.
- Progress on reserve funds for full replacement and still have some reserve.
- May need to do in two sections as really at end of life but best to do at one time full replacement than spread over couple of years.
- Last couple years, have saved money in some areas but contractor/lumber prices have also increased
- Bad shape needing annual minimal repairs to keep standing – have ~5 poles need immediate reinforcing and 9 for painting



Treasure brought up in discussion costs at last replacement: Replaced in 2006 58 panels \$7157 with a \$4500 Stain added. In 2018 stated we spent \$4200 on repairs (Special assessment) Number members brought up concern on condition and HOA keeping it standing till we can afford replacement. Are we prepared to ask for Special Assessment if not able to maintain in budget.

❑ Needing new volunteer HOA member for this position – Priority

Social Chairs Update

Julie & Monica

Social Chair Role

Organizes yearly social events
Typically a two person role

❑ 2021 Graf HOA Social Committee Activities /Expenditures

- 2021 AGM ~ (flyers,..)
- Easter Egg Hunt – Canceled Covid
- Summer Garage Sale – Canceled Covid
- Summer/Labor Day BBQ – Canceled Covid
- Halloween parade support (missed)
- Holiday Lights Contest (\$152 prizes and flyers)
- Total \$XX out of \$375 that was budgeted for 2021

❑ Due to the Covid Pandemic, the unused Social Committee funds will be rolled into the HOA Reserve fund that HOA is in process of replenishing

❑ 2022 – Easter Egg Hunt to be canceled and the Garage Sale & Summer BBQ still to be determined



1st Place 6030 NW 163rd
2nd Place~16620 NW Graf St.
3rd Place~6035 NW 163rd

Secretary / Webmaster Update

David

Secretary Role

Arranges meetings, publishes minutes

Webmaster Role

Manages Graf Meadows Homeowners Association Website (<http://www.grafmeadows.com>)

- ☐ **Webmaster role has currently been rolled in under Secretary position**
- ☐ **Meeting Minutes Location**
 - ☐ www.grafmeadows.com
 - ☐ Using Virtual Microsoft Teams meeting cost us \$7.00
- ☐ **Process to contact members**
 - ☐ (HOA website, Snail mail, Email, Posted Flyers, NextDoor website)
- ☐ **Check/Follow up on with BOD members on email statuses**
 - ☐ Watch your Junk email folder GrafMeadows.com often identified as SPAM
 - ☐ When chatting to new neighbors let them know to reach out to board to get onto distribution list
- ☐ **Any HOA members interested in the Secretary role might be able to do role swap**

2022 Elections

Scott

☐ 2 Year Position – Covering 2022/2023 – 4 Positions to Fill!

☐ Treasurer (Current Board Member Dan Di Matteo Resigning)

☐ Volunteers/Nominations – David Dolezsar

☐ Elected David Dolezsar – All for, 0 against

Dave Dolezsar resigned as Secretary and in replacement was Nominated as Treasurer

☐ Architectural (Previous - Bob Hale – Resigned - moved)

☐ Volunteers/Nominations – Alexandra Holmes

☐ Elected Alexandra Holmes, All for, 0 against

☐ Landscaping Chair (Previous - Bob Hale – Resigned - moved)

☐ Volunteers/Nominations - Alexandra Holmes (dual role)

☐ Elected Alexandra Holmes, All for, 0 against

☐ Vice President - (Current Monica Dolezsar)

☐ Volunteers/Nominations – Monica Dolezsar (renewal)

☐ Elected Monica Dolezsar, All for, 0 against

☐ Secretary- (Current David Dolezsar)

☐ Volunteers/Nominations – Jennifer Bates

☐ Elected Jennifer Bates, All for, 0 against

Dave Dolezsar resigned as Secretary as no volunteers for Treasurer role. Jennifer Bates was nominated at Secretary in Dave's place.

Big thanks and appreciation to Dan Di Matteo - HOA Treasure XX to 2022,
and to our new Board Members!

Q&A and Opens from the Floor

Scott

- ❑ Open discussion from members in attendance
- ❑ Questions and Answers
- ❑ Follow ups Required by Board...

Other key notes

- Pattabhi – not ready for board position but volunteer to help us out on projects – just reach out to him
- Bill Kirby – offered to meet with Board to share his knowledge on some of the previous items form HOA when he was involved (we agreed to set meeting with him)
- David Castleton – asking if board can do something regarding a welcome package for new people to our neighborhood – agreed to look into sounds like good idea
- Various thank you and appreciating from members to the board for our work.
- Meeting adjourned 8:03 pm

Attendance: 20 Households

1. David & Monica Dolezsar 16697 NW Graf
2. Scott Mikkelson 16685 NW Graf St
3. DiMatteo 6129 NW 165th Ter
4. Vinka France 16277 nw graf st
5. Pattabhi Yeleswarapu. (??) New
6. Arthur Hendricks – (not sure might be 5983 NW Scheel...
bhendric@csusb.edu)
7. Jennifer Bates 16673 NW Graf
8. Johanna Johnson 16118 NW Graf
9. Joel Klussman 6034 NW Sickie Ter
10. Mike Westley (6081 165th).
11. Tina Hackley 16584 NW Graf
12. Arthur Hendricks 5983 NW Scheel TerPM]
13. Eric Andonian & Liliya Pirumova, 6104 NW 165th Terrace,
14. Steve Conner 16350 NW Cider Lane
15. Alexandra Holmes 6078 NW Sickie Terrace [
16. Bill Kirby & Denise Schroeder 6035 NW 165th Terrace
17. David Castleton 6011 NW Scheel Ter
18. holly ye @ 6048 NW 165th Ter
19. Pattabhi Yeleswarapu 6056 NW Sickie Ter
20. Basil James (??)

Adjournment

Thank You For Attending *Stay Safe!* *health and safety tips*



Wash your
hands often



Use hand
sanitizer



Wear a mask



Don't touch
your face



Cover your sneezes
and coughs



Avoid close
contact



Use your own
supplies



Clean your
electronics