

CARNELIAN WOODS
MINUTES OF THE BOARD OF DIRECTORS' MEETING

Held electronically via Google Meet on Thursday, June 12, 2025, at 4:00 p.m.

A. CALL TO ORDER

There being proper notice of meeting, Don Adams, presiding as Chair, duly called the meeting to order at 4:03pm.

ROLL CALL / QUORUM CHECK

BOARD MEMBERS:

Don Adams	President (<i>Chair</i>)	Perry Fox	Director
Celia Barry	Vice-President	Lindsey Pho	Director
George Shaw	Treasurer	Dave Sullivan	Director
Larry Nowels	Secretary (left at 5:44pm)	Carlos Sanchez	Director (Absent)

INVITEES PRESENT:

Nicholas Saadi	Community Association Manager (CAM), Alpenhof Management Services
Scott Hoffman	Facilities Manager
Janessa Visnyei	Office Assistant, Alpenhof Management Services

GUESTS PRESENT:

Kevin Agan	Agan Consulting Corporation
Greg Traxler	Sage Point Development

B. OPEN 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.

An open forum was held, where members were given an opportunity to address the board.

C. PRESENTATION – AGAN CONSULTING – Summary of Research & Recommendations

Kevin Agan, Agan Consulting Corp, provided an overview of their recent work, and recommendations for the future. Greg Traxler, SagePoint Development, was also present and offered input from a developer perspective. Agan Consulting has been gathering information from Placer County and other agencies to determine what is possible in the regulatory world for the Carnelian Woods property. Historical records are lacking, due to minimal changes to the property since its original development. Agan has recommended a phased approach, starting with surveying & mapping. This will verify entitlements, land coverage, and land capability, and will help the Association better understand what it actually has, as well as the value/potential of any unbuilt parcels and development rights.

Don Adams noted this effort stems from homeowners' requests to evaluate the pavilion & undeveloped lots and realize their potential/capital, especially considering the Association's current finances. All options are being considered, including, but not limited to, selling development rights (to be built elsewhere), selling undeveloped parcels for on-site building, partnering with a developer to increase the number of units in the Association, and taking no further action. The recommendation from Agan to start with surveying & mapping seems to be an essential step in moving forward with any of these options. (Further information under **I. Committees.**)

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D. REVIEW / APPROVE MEETING MINUTES

1. Review / Approve May 8, 2025, Board Meeting Minutes

On a motion made by Celia Barry, and seconded by George Shaw, it was proposed to approve the minutes of the May 8, 2025, Board Meeting as presented. No objections, motion carried.

E. MANAGEMENT / FACILITIES UPDATE – Nicholas & Scott

1. Amenities – Scott noted that all amenities are ready and open for the summer season. Recreational and other equipment has been updated/replaced as needed, such as new billiards cues, deck/pool umbrellas, etc.

Don inquired about the evaluation of the swimming pool; Scott is planning to obtain a professional evaluation by fall. George noted concrete swimming pools have a lifespan of 50-70 years; the pool is 54 years old. Now that the pool will likely need to be replaced within less than 30 years, it has been added to the reserve study. However, more details are needed in order to properly fund reserves for the pool's eventual replacement.

2. Asphalt Sealing/Crack Fill – Scott has reached out to Lakeside Paving for an additional bid for walkway replacement, to ensure competitive pricing. Parking lots for Units 1-76 will be sealed and striped this year; Scott is waiting to hear from Blacktop Sealing to be placed on their schedule.

3. Western Bat Specialists Annual Inspection – Western Bat Specialists (WBS) rescheduled the annual inspections for June 16 & 18.

4. FPE Panel Replacement Project – Leo's Electric had an engineer review the project and they are nearly ready to move forward. Holm Electric has not provided an updated bid. No action to take, as updated bids have not yet been received.

5. Additional – Jeff's Roofing will be visiting the property within the next few weeks to conduct an inspection and provide recommendations to lengthen the lifespan of unit roofing.

F. FINANCIAL

1. Delinquencies – Review/Approve to Sent to Collections

Tom O'Neil reviewed delinquent accounts. Management is seeking approval from the Board to send the outstanding/delinquent accounts to collections.

- a. APN 116-170-018-000 – Management has sent certified mail communications as well as emails with no response. Last payment was September 2024.
- b. APN 116-170-086-000 – This homeowner made a payment today to bring their account current. The payment has not fully settled/cleared yet.
- c. APN 116-170-067-000 – Management has sent certified mail communications as well as emails, with no response. Last payment was February 2025.

On a motion made by Don Adams and seconded by George Shaw, it was proposed to approve sending APNs listed in a. and c. above to collections. All in favor, motion carried.

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G. OLD BUSINESS

1. Review/Approve Amenities Security & Access Project Bid(s) - George

George reviewed the project and his efforts to obtain appropriate vendors and competitive bids. The goal of the project is to increase security of the amenities and increase efficiency of existing staff, especially considering the recent elimination of the Amenities Attendant position. Received bids included:

- Axis Communications
 - Installer: Briggs Electric (Reno, NV)
 - NVR-based (not cloud-based)
 - No licensing fees required
 - Magnetic locks (fail insecure, requires battery backup)
 - \$76,540
- Rhombus
 - Installer: Odin Systems (Diamond Springs, CA)
 - Cloud-based system (accessible anywhere)
 - Electronic latches (fail secure, do not require battery backup)
 - \$85,918 (with 10-year license); \$67,063 (with 5-year license)
- Verkada
 - Installer: RAC Advanced Controls (Tahoe City, CA)
 - Cloud-based system
 - Magnetic locks on initial bid, but able to install electronic latches like Rhombus
 - Negotiated significant discounts
 - \$69,097 (with 10-year license); \$57,666 (with 5-year license)

The Amenities Committee recommended the Board approve the bid from Verkada/RAC Advanced Controls. This bid was the least expensive, with good quality equipment, multiple local installers available, and good local references. The committee also recommended the Board approve Integrity Locksmith to install the electronic latches (in lieu of the magnetic locks). The estimated total for this recommendation is \$32,210 from Operating and \$43,900 from Reserves.

Some of the features/functions that are included in the recommended system include:

- Security cameras at each credential-enabled access door
- Credential-enabled door locks on the main lodge door, both bathroom doors, pool, & hot tubs
- Separate credentials for owners vs. renters, to help identify & assign accountability
- AI-features to help monitor hot tub usage for chemical balancing purposes
- AI-features to help identify and alert users of rule violations (i.e., food in pool area)
- Tech support to help program the system to conduct desired actions
- Each door would have an intercom to communicate with staff remotely
- Wi-Fi will be available in the pool area

On a motion made by George Shaw, and seconded by Celia Barry, it was proposed to approve the proposal(s) from Verkada/RAC Advanced Controls/Integrity Locksmith in the amount of \$32,210 from the Operating fund, and \$43,900 from the Reserve fund. No objections, motion carried.

George will sign the Verkada proposal & work with Scott Hoffman to coordinate Integrity's component.

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H. NEW BUSINESS

1. Elections – Review/Approve Inspector of Elections

Nicholas Saadi reviewed. There will be three Board of Director seats up for election this October, plus one existing vacancy. If there are five or more candidates for election, a ballot will be required. If a ballot is required, Management recommends the Association hire an Inspector of Elections. No action required by the Board at this time; Nicholas will investigate potential vendors for this service.

I. COMMITTEES

1. Strategic Development - Don

a. TRPA Survey & Mapping – Review/Approve Vendor Proposal

Don Adams reviewed the two proposals from Agan/Arnett for survey & mapping services in connection with the presentation from Agan Consulting earlier in the meeting. A second vendor was contacted to ensure competitive pricing. The Phase 1 proposal includes survey & mapping of approximately 12 acres in the amount of \$23,900. The Phase 1 & 2 proposal includes survey & mapping of approximately 26 acres in the amount of \$49,900. There was discussion on the topic.

On a motion made by George Shaw, and seconded by Perry Fox, it was proposed to approve the Arnett & Associates proposal for Phases 1 & 2 survey & mapping as presented, in the amount of \$49,900.

Roll Call Vote:

<i>Board Member:</i>	<i>In Favor:</i>	<i>Opposed:</i>
<i>Celia Barry</i>	<i>X</i>	
<i>Lindsey Pho</i>	<i>X</i>	
<i>Perry Fox</i>	<i>X</i>	
<i>Dave Sullivan</i>	<i>X</i>	
<i>Larry Nowels</i>	<i>X</i>	
<i>Don Adams</i>	<i>X</i>	

Motion carried.

Nicholas Saadi will coordinate signatures on Arnett proposals.

2. Bylaws/CC&Rs – Larry

Larry has been in touch with Davis-Stirling law firm, who offer a fixed-price package (\$8,500) for updating an association's CC&Rs and Bylaws, if approved. Larry has submitted the application to Davis-Stirling for review and should hear back within a few weeks. At Nicholas' suggestion, Larry will reach out to an additional firm, Berding & Weil (Walnut Creek), to inquire about their process & prices.

On a motion made by Don Adams and seconded by George Shaw, it was proposed to approve up to \$8,500 to update the CC&Rs. No objections, motion carried.

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3. Architectural Review

Dave Sullivan reviewed the Architectural Review process for homeowners. Don Adams reviewed the application before the Board – Unit 50 has applied to add two new windows and replace all existing windows & slider doors. The ARC recommended the Board approve the application, with the further recommendation that any new/replaced windows be WUI (Wildland Urban Interface) compliant. Trim/Siding/Materials should be painted to match existing colors, and glazing tint should be consistent with existing windows, unless required otherwise by code.

On a motion made by George Shaw, and seconded by Celia Barry, it was proposed to approve the ARC application by Unit 50 as presented. No objections, motion carried.

The homeowner of Unit 50 was present on the call and advised of the application's approval.

There was discussion regarding Unit 22's under-soffit repair work. The owner's contractor will not conduct the work because it is the Association's responsibility. There is no ARC application in progress.

J. FUTURE MEETING DATES

1. Thursday, July 17, 2025, @ 4pm – Board Meeting
2. Thursday, August 14, 2025, @ 4pm – Board Meeting

K. RECESS TO CLOSED SESSION – The board recessed to closed session at 5:47pm.

L. ADJOURNMENT – The meeting was adjourned at 5:48pm.

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.

Larry Nowels

Larry Nowels (Jul 21, 2025 11:19 PDT)

Jul 21, 2025

Secretary or Director

Date