

Grandview Villas - HOA Board Meeting Agenda

03.10.2026 @ Location: [03.10.2026 Google Meet](#)

Call to order: Meeting called to order by Joe Grundler @ 6:30 pm MDT

Attendees:

- **Board Members:** Joe Grundler, Elisa Kuriyagawa, Mikeleen Reed, Jess Bramhall
- **Owners Present:** Kevin Muegge, Dawn Dobson

Reading of Minutes: [02.10.2026 HOA Agenda/Minutes](#)

- **Secretary:**
 - **Amendments:** Added in privacy law considerations
- **Motion to Accept:** Joe request a motion to approve the minutes, Mikeleen motioned to approve, Joe/Mikeleen/Elisa/Jess all approved

President's Report:

- Dawn and Elisa offered to work with Joe to initiate the first directive since there were no other volunteers. The board discussed ideas to get more non-Board volunteers to help with maintenance/other tasks locally as they arise.
- **Garage Flooding along Portal Road:** Joe has been in touch with owners of garage #44 relating to water leaking in from the street side. Dawn and Will suggest that the HOA request a landscaping solution of digging a few trenches out from the garages to the street-side. The berms currently keep ice jams along the garages. Dawn said that some areas on the property need landscaping mitigation such as the afore-mentioned trenches around the berms. We will need to get a landscaper to address post-winter mitigation. **Can Mikeleen check w/ Wes to see if he could use his bobcat for this?** Mikeleen asked about the status of additional Farmer's insurance coverage: Could we ask for an add-on to our insurance for hiring

non-insured handy-men to work on minor tasks like lawn-mowing? Joe had previously asked for a quote but didn't get a response.

Dawn also suggested we remind unit owners to elevate storage items during the winter as water in the garages is not uncommon. Action Items:

- Mikeleen to check with Wes to see if he can do the landscape mitigation
 - Joe to check with Farmer's on additional insurance coverage if we had handymen that potentially are not licensed and bonded to protect us from liability.
 - Reminder owners to elevate storage items during the winter since water is not uncommon regardless of landscaping given snow piles.
- **Flooding last month (February) along Sailboat Drive that extended up to backside of building #203. Will O'Donnell talked to the town mayor at the time of the flooding and the culvert was cleared. However, landscaping damage extends along the same side and the basement under unit #109 took on water. [Flooding Photos 2026 Sailboat Dr.](#), [DRAFT Letter to Town of Grand Lake](#). Action Item:**
 - Elisa will email the above draft letter, along with file photos, and email it to the Town of Grand Lake.
 - Will O'Donnell and Dawn Dobson will go in and have an in-person conversation with the Mayor and/or Town Manager.(Board was OK w/ delegating authority to Will and Dawn to have that conversation).

Treasurer's Report:

- **Actual operating expenses to budget 1/1/26-2/28/26:** \$13,939.60 (Feb YTD Actuals) to \$21,328.16 (Feb YTD budget) - running \$7,388.56 under Feb YTD, with \$98,149.40 budget remaining of our full year 2026 budget of \$112,089. February expenses include primarily recurring monthly expenses: management fee to MicroHOA, insurance payment to Farmers, electricity, trash, alarm monitoring. NOTE: Based upon the immaterial changes to the balance sheet (assets such as CDs, checking vs. liabilities such as dues for reserves) month over month, we will plan to report this at each quarter end. Discussion/action items:
 - Dawn recommended that we go ahead and get quotes from Wes/Matt/others to handle the landscaping mitigation since we have budget left from snow removal given unseasonably warm winter. The board agreed.

- Dawn recommended that we start getting quotes for the garage staining capital project (e.g., Dawn to get a bid from Carmen). The board agreed.
- **Aging Report:** Total amount aged: \$17,145.01 (primarily due to one owner referred to collections, account on hold). Breakdown of aging is: 3 units totalling \$191.95 (0-30 days), 3 units totalling \$2,877 (>30 days), no units (>60 days), and the 2 units totalling 14,076.06 (>90 days). NOTE: Expectation is that any dues not paid by 31st of the month for the current quarterly dues, are charged the \$25 late fee plus late interest. Clarified this with MicroHOA and some late charges for Q1 2026 dues were reversed/corrected for certain unit owners

Unfinished Business:

- **Lights reported out in Building 203 between 105 and 110**
- **Do we want to order current lights and fixtures to replace all lights as they will be going out in near future. All were replaced at the same time five (?) years ago. (Mikeleen). Mikeleen reiterated that we replaced all that were out 3 months ago.** The question remains: do we want to order more OR order light fixtures that look similar to existing fixtures but have bulbs where they can be replaced readily by owners.
 - Action Item: Mikeleen to start researching this. CED Industrial light fixture company in Denver can potentially suggest a likely model and then we can search online for what we need.

New Business:

- **Awareness item: Micro HOA fee for special assessments (\$175-\$350 depending upon support provided). This fee will only apply when MicroHOA administers and implements a special assessment on behalf of an association. We have not had a special assessment for years so do not anticipate needing this support given our capital reserves/LTRP that is built into the quarterly dues.**
- **The shed door needs repair. The shed door does not align properly and is difficult to open and shut (almost impossible). Can we get a bid from Micheal to fix it? (Dawn).** Board members will double check next time up there.
- **Maintenance Policy Implementation Meeting Cancelled : [Water Supply Maintenance Policy](#); [Maintenance Policy Directive](#).** The board reviewed the latest version from Joe, and provided real time feedback, but needs further review. Jess suggested we run the directive past our attorney. Kevin

suggested that we look at Grand County building codes to see if they specify details on water line supply. Action Items:

- Joe to check Grand County building codes re: water supply lines
- Joe to check with attorney on directive
- All Board members to review in detail and come back to Joe w/ questions/suggestions/etc.

**Meeting Adjourned: Motion: Joe motioned to adjourn Second: Jess Bramhall
Adjourned at: 7:41pm MDT**

Next Meeting: Tuesday, April 14 @ 6:30 pm MDT.