



Minutes – Board of Director’s Meeting

2 PM – Tuesday, June 11, 2019 ☼ LOCATION – 32462 River Island Lane

1. Meeting call to order at 2:01 pm by President Mahoney. All board members were present; Epicenter Mgmt: Rita Franco; Tributary editor: Kathy Mahoney.
2. Review Minutes & Action Items from May 14, 2019 board meeting. Joan moved to approve the minutes as is and Jean seconded. The minutes from the May’s meeting were accepted. May’s Action items were reviewed. Few action items have been carried over to this month’s action items.
3. **Hearing – Homeowners**
 - a. Security Issue: Over the weekend there was a guy wandering around the RICC/WWTP, J Rigler questioned him and apparently, he was visiting his son. It was concluded that “Shane was fishing” along the river, but it was later discovered that he might be scoping the community. We must be vigilant.
 - b. Trashcan enclosure: 32459 River Island Lane: It’s taking a bit longer, but it’s coming along. The hot weather and a pipe issue had delayed the completion of the project.
 - c. Landscape Question: 32614 Greene Drive: The tenant had a question about the weeding in the backyard. President Mahoney instructed Rita to contact the property management and tell them it’s the tenant’s responsible to trim the weeds. **ACTION ITEM:** Rita to follow up with property management.
4. **Treasurers Report**
 - a. Bank Account Balances: General Account: \$39,875.88; WWTP ACCOUNT: \$25,257.77; RESERVE ACCOUNT: \$423,846.81. The board discussed the expenses and balances.
 - b. Notes from Marty Lalanne’s Office: The board discussed acct #: 4057 which had a large expenditure in the amount of \$11,655.18, which was for Water Dynamics to replace a pipe and repair a sensor. After the discussion it was determined that the expenditure needs to be coming out of the reserve account.
 - c. Past Due Account: Two residents are over 90 day past due and a demand of payment letter needs to be sent out. If the past due amounts are not paid, the next step will be small claims courts. The board decided this will be best handled by Alan the HOA Lawyer. **ACTION ITEM:** President Mahoney will follow up with Alan about filing small claims court. **ACTION ITEM:** Rita to send out demand of payment letter and to research past small claims court paperwork.
 - d. Upgrades around the Community: President Mahoney shared with the board that he and J had a conversation about maybe upgrading the community by adding some pergola in the pool area and other improvements. Kathy stated the even though it’s a great idea, she would like for us to review the last reserve study to see what items need to be replaced or repaired. Further decision is need. **ACTION ITEM:** Kathy will review the 2018 Reserve Study to highlight the items that need replacement or repair.
5. **Epicenter Communications**
 - a. Letters:

1. Parking violations- Rita continues to send out letters as needed.
2. Landscape violation- Rita continues to get weekly landscape reports from Roberto.
- b. Dropbox Function: Rita shared with the board that she is having problems with the dropbox and will be cleaning out some old or duplicated information. President Mahoney advised Rita to investigate some archive apps to transfer historical information. **ACTION ITEM:** Rita to research archive apps.
- c. Website: No issues or updates

6. Committee Reports

- a. Architectural Committee
 1. First review proposed construction of new home on lots 26 & 27 Phase II: President Mahoney shared with the board that the plans were supposed to be ready and delivered but he did not receive them on time. It will be discussed next month.
 2. Report on modifications to common area between Huffaker & Estes: After further discussion the board decided to leave the common area between the residents as is. No modifications will be done. **ACTION ITEM:** President Mahoney will follow up with HOA lawyer regarding the common area and how to handle future modification.
 3. Report on periodic inspection for general compliance to Architectural and other Rules & Regulations from our CC&Rs: Residents need to follow all rules when submitting and Architectural Application. If plans/modifications change the board needs to be notified and new plans need to be submitted. If resident does not follow through the board need to figure out what the repercussions will be. All application must follow the set procedure all applications are reviewed by the board members, stamped with the board's decision and forwarded to the resident.
- b. Landscape:
 1. Irrigation controllers nonfunctioning at several property: The grass is dying in several properties and the owners need to fix their irrigation boxes.
 2. Fallen Tree at the Pool: President Mahoney shared with the board about the fallen tree at the pool area. He also informed the board the tree will be replaced.
 3. Weed Abatement: There is a lot of weed growth everywhere. President Mahoney has talked to Roberto managing the weed growth. **ACTION ITEM:** Kathy will follow up with Roberto regarding the weed growth.
- c. Real Estate Group:
 1. Real estate appraiser sent a photographer to take photos of community: Several properties (Fenwick & Emerick) have sold in the community. **ACTION ITEM:** Rita to reach out to make sure new owners have own gate code and welcome packet.
- d. Pool Group:
 1. No Discussion
- e. Social Committee:
 1. 2019 Xmas Cart Parade: Rita shared the Xmas parade flyer she got from Horace Wells. Mr. Wells would like to get the SAVE THE DATE to residents. Board will need to discuss it a little bit more. The board might want to have some involvement.
- f. Waste Water Treatment Group:
 1. Projects & Proposal Discussions: Kathy and J researched some option for the WWTP and cameras are great for security purpose, Kathy would also like to get a entry

keypad like the at the pool. This will help to see who comes in and out of the facility. more researched is needed.

g. Gate Group:

1. Status of sign concepts: Kathy shared with the board the designs of the new signs She will be getting samples and a quote soon. New parking and gate signs will also be ordered.
2. Pavement Resurfacing at the gates: Kathy continues to work with the vendor to get a quote.

h. Tributary Newsletter:

1. Compliant from members: Several members have reached out that the newsletter are calling out certain residents. Nothing personal it is just a way to communicate the broken rules and repeated offenders but names are never mentioned.

7. Old Business

- a. Follow up with HOA lawyer: No discussion

8. New Business

- a. Next Regular Board Meeting: Tuesday, July 9, 2019

9. Adjournment: Joan moved to adjourn the meeting; Jean seconded. Meeting adjourned at 4:05pm

Questions and/or comments
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