



Minutes – Board of Director’s Meeting

2 PM – Tuesday, July 9, 2019 ☀ LOCATION – 32462 River Island Lane

In Memoriam Anthony “Tony” Martinez

June 21, 1938 – June 20, 2019

1. Meeting call to order at 2:05 pm by President Mahoney. All board members were present; Epicenter Mgmt: Rita Franco; Tributary editor: Kathy Mahoney; Resident: Josh Pearson
2. Review Minutes & Action Items from June 11, 2019 board meeting. J had a correction in Section 3(a) Homeowners. The statement should state “the board will review and approve all architectural applications, not only President Mahoney” J moved to approve the minutes with correction and Kathy seconded. The minutes from June’s meeting were accepted. June’s action items were reviewed. Few action items are still pending.
3. **Hearing – Homeowners**
 - a. Redwood Tree at 32614 Greene Dr.: The tree’s foliage is showing some signs of something happening, but it can’t be determined since only the tips are showing signs of discoloration. It has been advised to observe the tree to see if the discoloration continues. It could be some outside factor such as weed spray that is causing damage to the branches.
 - b. Reported snakes on the 14th pathway: A resident contacted Rita with concerns about several snakes around the Olive Trees. Even though it might be scary the snakes are in their natural habitat.
 - c. Lawn Service: Next year’s contract might need to be revised to include replacing sprinklers, weed abatement and removal of spider webs in the gate entrances. Some discussion needed with Roberto.; precaution is needed when mowing because residents have commented on how they have had some sprinklers damaged from the lawnmower.
4. **Treasurers Report**
 - a. Bank Account Balances: General Account: \$35,810.37; WWTP ACCOUNT: \$27,898.12; RESERVE ACCOUNT: \$417,666.91. The board discussed the expenses and balances.
 - b. Notes from Marty Lalanne’s Office: The \$11,500 Lot 63 was pulled from the reserve account. Escrow has not closed on Lot 63. No other notes from Lalanne’s.
 - c. Past Due Account: The Board reviewed the past due accounts and discuss what is the best way to handle these accounts. Letters have been sent out and there’s no action from the residents to try to resolve the past due amounts. Joan would like to have a protocol set to ensure all past due account are handled the same way and in a timely manner. President Mahoney would like to meet with the HOA lawyer Allan Bailey for advice. **ACTION ITEM:** President Mahoney will set up a meeting with the lawyer. **ACTION ITEM:** Rita to draft a letter listing the consequences if dues are not paid.
5. **Epicenter Communications**
 - a. Letters:
 1. Delinquent membership: See 4 (c) Treasurers Report for Discussion

2. Quarterly Inspection: Joan made a quarterly inspection through the community. She provided Rita with a list of residents not in compliance. **ACTION ITEM:** Rita send out letters from the inspection.
3. Landscape Violation: Roberto continues to be in contact with Rita regarding gardening issues.
4. Resident's Corner: Rita will start keeping a log of residents' concerns. She will rely the information to the directors.

- b. Dopbox: No update
- c. Website: No update

6. Committee Reports

- a. Architectural Committee
 1. Discussion on Final Approval of Landscape variance on Lot 10, Ph II: A new application will need to be signed by the homeowner due to the encroachment into the common area. Stipulation has been added to the approved application. **ACTION ITEM:** J will reach out to the homeowner to get the signature on the addendum application.
 2. Review proposed construction for new home variance on Lot 10, Ph II: Preliminary plans were shows to the board. No date as to when the construction will start but it will be soon.
 3. Report of Modifications to common area between resident on Riverside Dr.: A letter has been received from one of the residents regarding the common area next to his house. After discussion the board decided it would be better for the HOA lawyer to response back to the letter. **ACTION ITEM:** President Mahoney to forward the letter to Allan Baily.
 4. Report on periodic inspection for general compliance to Architectural and other Rules & Regulations from our CC&Rs: See 5(c) Letters for discussion
- b. Landscape:
 1. Potholes at Main Entrance: The potholes are bad and need to be fixed. Kathy will be reaching out to different vendors to get some quotes. **ACTION ITEM:** Kathy will follow up with vendors. The street would need to be cleaned to assess the street to see what needs to be done. **ACTION ITEM:** Joan will follow up with CV Sweepers for a quote.
 2. 14th cart pathway valve replacement: Kathy shared with the board the area was only being irrigated in certain areas and not others. She has talked to Roberto. Roberto will fix the valve.
 3. Phase III weed abatement by Vollmer: President Mahoney will get a quote to grade the ground in Phase III to control the weed abatement. **ACTION ITEM:** President Mahoney will follow up with Vollmer to get a quote.
 4. 12th Fairway Water Well: Move item to section f. Waste Water Treatment Group for discussion.
- c. Real Estate Group:
 1. Sale of Lot 55, Phase I (32608 Irish Lane): New homeowner is Susan Larrew.
- d. Pool Group:
 1. Gate issues reported at the pool: Kurt came out to see what the problem was. Kurt cleaned the key pad and door lock and it seems to be working now. No more problems since then.
 2. Equipment Needed: Net pool needed. **ACTION ITEM:** Rita to contact Cornerstone for

- a new net.
- e. Social Committee:
 1. Early planning and discussion on 2019 Christmas Cart Parade: “J” will be the board representative and will help Mr. Wells organize the cart parade.
- f. Waste Water Treatment Group:
 1. “Leak” reported 7/1/2019: Discussion of what happened. There was some confusion. The leak was not with the WWTP it was on the 12th hole caused by the sprinklers being on for a very long time.
 2. New AC: Kathy had worked with Darrell Air to replace the current window unit. The Replacement has been done and a new mini split unit has been installed and it is working great in keeping the room cool.
- g. Gate Group:
 1. Discussion on status of sign concept: Kathy showed pictures of the signs. She is still working with the vendor to get sample and a quote. She did mention that the wrought iron fence would need to be painted before replacing the signs. Discussion of what signs to order. Parking and Pool signs will need to update. **ACTION ITEM:** Kathy to continue working with the vendor to get quote.
- h. Tributary Newsletter:
 1. Announcements: Jigsaw puzzle exchange and a reminder about parking rules.
- 7. **Old Business**
 - a. Update on new signage project: See 6 (g) Gate program for discussion.
 - b. Update on paving project: Kathy would like the pavement project in the main gate entry to help with the potholes. **ACTION ITEM:** Kathy will send pavement proposal to local vendors.
- 8. **New Business**
 - a. Plans for 2019 Reserve Study: A site visit is required this year for the reserve study. The vendor has been in contact with Rita to schedule the visit. Kathy also mentioned it would be a good idea to look at the 2018 survey results and started replacing/fixing items that show zero life on the report.
 - b. Set next regular board meeting August 13, 2019
- 9. **Adjournment:** Joan moved to adjourned meeting, J seconded. Meeting was adjourned at 4:20 pm.