



Minutes – Board of Director’s Meeting

2 PM – Tuesday, September 10, 2019 ☼ LOCATION – 32462 River Island Lane

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, and resident Michael Martinez
2. Review Minutes & Action Items from August 13, 2019 board meeting. Joan moved to approve the minutes from the August’s meeting, Jean seconded. The minutes from August’s meeting were accepted. August’s action items were reviewed. Some action items are still pending.
3. **Hearing – Homeowners**
 - a. Boat request from 32587 Montgomery Dr.: Rita informed the directors the resident contacted the office to let us know his boat is under repair and will be moved as soon as it’s repaired.
 - b. Resident Parking on Montgomery Dr.: The residents continue to park on the guest parking and are moving to the different guest parking spots. **ACTION ITEMS:** Rita to contact them regarding the guest parking.
 - c. Pick-up truck routinely parked on Lot 9/Ph. 2: The resident next to the vacant lot (Lot 9) have been parking their pick-up on the lot. **ACTION ITEM:** Rita to send them a letter regarding the violation; no parking on vacant lots.
 - d. Resident’s Concern – Owner on Greene Dr. contacted the office regarding the common area close to the property. The concern is the damage the Landscape company have done to the grass. The grass is dry and there are lots of holes. The directors discussed and it was determined the damage is caused by animals. **ACTION ITEM:** President Mahoney will follow up with a letter to the resident.
 - e. Quarterly Inspections: Several letters need to be mailed out to residents for violations. The resident on Montgomery Dr. continue to have violations such as spider webs and trash around the property. **ACTION ITEM:** Rita to mail out the letters.
 - f. Common Area- Ground Squirrels: There is a problem of squirrels around the common area on Montgomery Dr. Directors discussed on how to resolve the problem. Is the HOA responsible of taking care of it and what is the California Laws regarding squirrels? Further discussion is needed. **ACTION ITEM:** Rita to contact Res.Com regarding squirrel treatment.
4. **Treasurers Report**
 - a. Bank Account Balances: General Account: \$8,769.09; WWTP ACCOUNT: \$38,508.26; RESERVE ACCOUNT: \$429,350.22. The board discussed the expenses and balances.
 - b. Notes from Marty Lalanne’s Office: Discussion about higher than usual invoices such as Del Oro and Pool Maintenance.
 - c. Budget Discussion: The annual budget meeting has been set for September 18th to discuss next year’s budget. **ACTION ITEM:** Kathy S. to email the DRAFT 2020 budget to the board of directors for the meeting.

- d. Reserve Study Discussion: The site visit for the reserve study is scheduled for September 18th at 11am. Kathy S. and the Vendor will meet at the main gate. **ACTION ITEM:** Kathy S. to follow up with the vendor about the meeting date and time.
- e. Water Board Meeting: Del Oro mailed out a post card about a date change on a rate change meeting. **ACTION ITEM:** Rita to email residents to let them know about the date change.

5. Epicenter Communications

- a. Letters: Past due letters – Residents with severe delinquent account should have their membership privileges suspended. **ACTION ITEM:** Rita to send a letter to the residents.
- b. Dropbox: No update
- c. Website: Rita shared with the directors she has reach out to Mary Pendleton a web designer to look at the RIEHOA website to check out the updates. Kathy also shared with the board the updates are very technical and needs to be updated by someone that can fix whatever changes the updates causes to our website. Sometimes the updates can change the setting of the website. **ACTION ITEM:** Rita to follow up with Mary to discuss the updates on the website only.

6. Committee Reports

- a. Architectural Committee:
 - 1. NO APPLICATIONS.
- b. Landscape:
 - 1. Follow up on SCE request for permission to remove palm along HWY 190: Joan and Jean met with survey representative and the meeting went well. Joan informed the board once the palm is removed, they will plant a replacement tree. The board needs to select a tree from the brochure and let the SCE rep know. The time frame for this project is unknown. **ACTION ITEM:** Rita to follow up with the SCE representative to let her know which tree they have selected.
 - 2. Follow up on Vollmer Excavation at Ph 3: Done and the area looks good.
- c. Real Estate Group:
 - 1. Property on Montgomery Dr.: Is currently in escrow and expected to close at the end of the month.
 - 2. Rental Property: Kathy asked Rita to follow up with the Nolte property. It looks like tenants are moving. Gate Code need to be deactivated when residents move out.
- d. Pool Group:
 - 1. Follow up challenges with Cornerstones: President Mahoney shared with the directors he mailed out a letter to Cornerstone and has not hear back.
 - 2. Air hand dryers in the restrooms: The hand air dryers have been installed and they are working great.
 - 3. New Key Box in the Pool Area: President Mahoney has placed a key box with a copy of the equipment room in case any resident needs to get in. Joan expressed she would like a tutorial session since she had a hard time opening it up.
- e. Social Committee:
 - 1. Consider Liaison with RICC: J is the board representative. J informed the board the meeting with Corey went well. J also meet with Terry and Terry was agreeable to work with the social committee for the xmas parade. He would like to talk with Horace Wells to discuss the Xmas golf cart parade. J also thought it would be a good idea to announce the RICC events. **ACTION ITEM:** J to contact Horace.

2. Halloween Event: Rita shared with the directors that Priscilla dropped off a flyer to announce the event. **ACTION ITEM:** Rita to send out an email blast to residents regarding upcoming events.
- f. Waste Water Treatment group:
 1. New doorknob/New key and lockbox: The doorknobs have been replaced and a key box has been placed at the site too.
 2. Invoices: The board discussed the current invoices and quotes that are outstanding. There is nothing pending.
- g. Gate Group:
 1. Potholes at main gate need attention: The potholes have been patched up until the pavement project gets started. **ACTION ITEM:** Kathy will continue to work with the vendor to get the project started.
- h. Tributary Newsletter:
 1. Announcements: Hand Air Dryers in the pool bathrooms, the concrete project done before the rainy season starts.
7. **Old Business**
 - a. Update on new signage project: Kathy showed the board some of material samples of the signs. The project is moving along slowly, but it's moving forward. She will continue to work with the vendor. Kathy would like to see the gates painted before the signs are installed. **ACTION ITEM:** President Mahoney will work with Jack MacArthur to discuss the project.
 - b. Update on paving project: See Committee Report: g. Gate Group (1) for Discussion.
8. **New Business**
 - a. Plans for 2019 Reserve Study: Reserve Study site visit is scheduled for September 18th at 11am. For further discussion see Treasure's Report: c. Budget Discussion.
 - b. Set next regular board meeting October 8, 2019.
9. **Adjournment:** J moved to adjourn meeting; Jean seconded. Meeting was adjourned at 4:14 pm.

Questions and/or comments
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