



Minutes – Board of Director’s Meeting

2 PM – Tuesday, October 8, 2019, 2019 ☼ LOCATION – 32462 River Island Lane

1. Meeting call to order at 2:04 pm by President Mahoney. All board members were present; Epicenter Mgmt: Rita Franco; Tributary editor: Kathy Mahoney, and resident Priscilla Mallory
2. Review Minutes & Action Items from September 10, 2019 board meeting. Jean moved to approve the minutes from the September’s meeting, Joan seconded. The minutes from September’s meeting were accepted. September’s action items were reviewed. Some action items are still pending.
3. **Hearing – Homeowners**
 - a. Burglary/theft on Riverside Dr.: The board discussed the incident and discussed ways on how to prevent this from happening again. An idea would be to ask residents with security cameras to see if anything was captured. Add to the Tributary if residents are interested in security cameras, there might be a way to work with a vendor to get a discount if several residents are interested. In the meantime, neighbors need to be vigilant.
 - b. Halloween at the West Gate: Priscilla Mallory the organizer of the event, discussed the progress of the event and the details about the set up. Priscilla mentioned to Rita the flyer needs to be posted in the bulletin board. **ACTION ITEM:** Rita to post the flyer in the bulletin. **ACTION ITEM:** Kathy to contact Roberto to turn off sprinklers for Halloween at the west gate. **ACTION ITEM:** Kathy to contact Kathy Maxwell for decorations.
 - c. Main Gate – Pavement Project: The main gate will need to be closed for a week to complete the pavement on the road. **ACTION ITEM:** Rita to send out an Email Blast regarding project. **ACTION ITEM:** Rita to program West Gate to HOLD OPEN during the project and place signage around the gates.
4. **Treasurers Report**
 - a. Bank Account Balances: General Account: \$35,327.19; WWTP ACCOUNT: \$37,541.53; RESERVE ACCOUNT: \$429,420.75. The board discussed the expenses and balances.
 - b. Budget Discussion: Kathy S. informed the board the CPA office continues to pay “special project” invoices out of the general account and not the reserve. Kathy would like to see invoices paid directly from the reserve account instead of doing a transfer. J moved to have the CPA office pay invoices out of the reserve account and order checks immediately, Joan seconded.
 - c. Legal actions (Small Claims, Superior Court filing): The HOA lawyer has filed court paperwork for the serious delinquent accounts. A court date has been set for small claims court for November 22, 2019. A board director needs be present in the court and will need the resident’s file. **ACTION ITEM:** Rita to get the file to the director.
5. **Epicenter Communications**
 - a. Letters: Past due letters – Letters continue to be sent out.
 - b. Dropbox: No update

- c. Website: Rita discussed the follow up she has had with Mary Pendleton regarding the website updates. Mary submitted a proposal to re-design the website, but at this time, the directors only what the pending updates done to 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.
 - d. Landscape:
 - 1. Landscape 2020 contract: Kathy S. to discuss the contract for next year. Kathy S. would like to include a map of common area and the area around the 14-15 fairway cart path, but President Mahoney would like to talk to the club house to see who's responsible for maintaining the area. **ACTION ITEM:** President Mahoney to talk with Fuzzy regarding the fairway maintenance.
 - 2. Drip System at the Main Gate: Roberto will install the drip system at the main gate. This will help with the irrigation and prevent water from overflow to the street.
 - c. Social Committee:
 - 1. See 3 (b). Hearing – Homeowners for discussion.
- 7. Real Estate**
- a. 32626 Montgomery Dr. – SOLD:
- 8. Pool:**
- a. Pool closing: Pool will close on November 1st. Furniture will be put away. The gate access time needs to be change to the Fall schedule 8am – 6pm. **ACTION ITEM:** Rita to change the access time in the gate system.
- 9. Waste Water Treatment group:**
- a. Quote for Turbidimeter (new one installed is \$4,957.77 – old one rebuilt is \$1,894): The directors discussed the invoices.
 - b. Annual Generator Service: The generator needs to be serviced. **ACTION ITEM:** President Mahoney to contact EM Tharp for service.
- 10. Gate Group:**
- a. Paving at Main Gate; painting & signage: The pavement project for discussion See 3 (c) Hearing – Homeowners.
- 11. Tributary Newsletter:**
- a. Announcement(s): Since the last vehicle break-in it would be good for residents to be vigilant and be on the lookout for any unusual activity. If residents see anything, they need to call the Sheriff.
- 12. Old Business**
- a. Update on new signage project: Kathy S. showed the board the color samples and the color does look different. Kathy S. will continue to work with the vendor to get the right color. Kathy S. also mentioned the sign by HWY 190 needs to be painted. It looks worn out. **ACTION ITEM:** President Mahoney to talk to Brady to see if he can paint the sign.
- 13. New Business**
- a. 2020 Budget Meeting: Budget meeting scheduled for Monday, October 21st at 2pm.
 - b. Set next regular board meeting: Monday, November 18th at 2pm.
- 14. Adjournment:** Joan moved to adjourn meeting; Jean seconded. Meeting was adjourned at 4:10 pm.