



Minutes – Board of Director’s Meeting

2 PM – Tuesday, December 17, 2019, ☼ LOCATION – 32462 River Island Lane

1. Meeting was called to order at 2:27 pm by President Mahoney. Board members Kathy Slechta, Michael Mahoney, J Rigler, Joan Huffaker, Epicenter Mgmt: Rita Franco, Tributary editor: Kathy Mahoney and resident Priscilla Mallory were present. Jean Bailey was not present.
2. Review Minutes & Action Items from November 18, 2019 board meeting. J moved to approve the minutes from the November’s meeting, Joan seconded. The minutes from November’s meeting were accepted. November’s action items were reviewed. All action items were completed.
3. **Hearing – Homeowners**
 - a. Flooding/Mud after heavy rain on Montgomery Dr.: Resident Priscilla Mallory was present to discuss the flooding/drainage problem after heavy rain. The board members discussed the best way to resolve the problem. President Mahoney mentioned that a similar problem had occurred on Riverside Dr. and he placed a water snake to help with the storm water runoff and it helped. He will do more research and contact Vollmer to find out what would be the best course of action. **ACTION ITEM:** President Mahoney to follow up with drainage problem and contact Vollmer.
 - b. Olive Tree Removal/Relocation: The board members discussed the applications to plant and remove olive trees. Residents are very eager to start their projects. The board would like to see the trees transplanted elsewhere in the community. **ACTION ITEM:** President Mahoney to talk to both residents and reach out to Kaylor Landscape to discuss the transplanting of the olive trees.
 - c. West Gate Problems: The West Gate was having some problem with the sensors and would not open or just stay open. Kurt from Sequoia Doors came to fix the problem. There might have been a wire problem, but the fog was so thick, it was not sending the signal to sensor to open or close gate.
 - d. Vehicle Break in and Community Security: The board discussed the latest vehicle break in. The board has discussed the problem and they would like for residents to volunteer to start a security task force, invite the Sherriff to the Annual Meeting to discuss Safety, and maybe start a neighborhood watch. **ACTION ITEM:** Rita to send out an email blast regarding safety tips and asking for volunteers.
4. **Treasurers Report**
 - a. Bank Account Balances: General Account: \$32,899.40; WWTP ACCOUNT: \$28,208.92; RESERVE ACCOUNT: \$399,658.24. The board discussed the expenses and current balances. Kathy shared with the board some charges continue to be charged to the wrong account. There is a lot of inconsistencies when paying invoices out of the reserve account. Kathy would like to simplify the accounting service. President Mahoney would like to meet with the CPA office to discuss those inconsistencies. **ACTION ITEM:** Kathy to set up a meeting with Lalanne’s office.

- b. Budget/Executive Summary: The board will review and discuss the annual meeting and budget in January's meeting.

5. Epicenter Communications

- a. Letters: Past due letters – Letters continue to be sent out. Rita shared with the board that Brenda (CPA Office) informed her that a previous owner for property on Greene Dr. did not pay for the dues on the month the property was sold. The monthly dues were not included in escrow. It is still showing a past due balance. Who is responsible for the past due amount? The new owners or past owner? **ACTION ITEM:** President Mahoney to reach out to the HOA's attorney and find out.
- b. Dropbox: No update
- c. Website: The website updates are yet to be done. **ACTION ITEM:** Rita will reach out to Mary to complete the updates.

6. Committee Reports

- a. Architectural Committee: Mendoza's Application- To add steps in front of the house. President Mahoney would like to further review the application. **ACTION ITEM:** President Mahoney to follow up with Mr. Mendoza.
- d. Landscape:
 - 1. Landscape 2020 contract: Roberto has signed and returned the contract.
- c. Social Committee:
 - 1. 2019 Xmas Cart Parade Summary: Even though it rained early in the day, the skies cleared in time for the parade. It was a good turnout. There was a total of 18 carts and there was a good turnout at the country club as well. It was a great success.

7. Real Estate

- a. Several homes are currently on sale.

8. Pool

- a. New janitorial contract under consideration: A discussion to have all vendors provide a contract outlining what services they are providing for the monthly fee. All vendors should have the same outline format. **ACTION ITEM:** Rita to review the landscape contract's format to create contract for all vendors.

9. Wastewater Treatment group

- a. Water Dynamics Contract: The board would like to review the current contract with Water Dynamics. **ACTION ITEM:** Rita to research historical file for contact. Kathy also shared with the board that a contractor with Clarity Water Services, a wastewater specialist, has reached out to her soliciting his services. President Mahoney would like to have the contractor attend one of the board meetings to give the director an opportunity to ask questions. **ACTION ITEM:** Kathy S. to reach out to the contractor and invite him to our next board meeting.
- b. Wheelbarrow for 12th fairway maintenance: The board has approved wheelbarrow for maintenance

10. Gate Group

- a. Status Report: See 3 (c) Hearing- For Discussion

11. Tributary Newsletter

- a. Announcement(s): Latest vehicle break-in and looking for volunteers for the security task force.

12. Old Business

- a. Sign Project follow up: Kathy informed the board the signs will be arriving tomorrow. She will work at finding an installer to install the signs. It's a big project and it needs to be done professionally. She has a few recommendations. **ACTION ITEM:** Kathy to reach out to vendors to install the signs.

13. New Business

- a. Set next regular board meeting: Tuesday, January 14, 2020 at 2pm.

14. Adjournment J moved to adjourn meeting; Joan seconded. Meeting was adjourned at 4:19 pm.

Questions and/or comments - Rita Franco - rita@wcisa.net - (559) 793-2685