



### **Minutes – Board of Director’s Meeting**

2 PM – Tuesday, February 11, 2020, ☼ LOCATION – 32462 River Island Lane

1. Meeting was called to order at 2:00 pm by President Mahoney. Board members Kathy Slechta, Michael Mahoney, J Rigler, Joan Huffaker, and Jean Bailey, Epicenter Mgmt: Rita Franco, Tributary editor: Kathy Mahoney, and resident Charlotte Schaffer were present.
2. Review Minutes from January 14<sup>th</sup> board meeting. Minutes were sent in late for Directors’ review, therefore J moved to approve the minutes from the January’s meeting with the revisions set within the next 24 hours, Joan seconded. The minutes from January’s meeting were accepted with revisions. January’s action items were not reviewed.
3. **Hearing – Homeowners**
  - a. Resident’s inquiry about a palm tree growing on property: President Mahoney has looked at the palm tree growing. It’s a small branch, its something Roberto can take care of. She would need to contact Roberto to remove it. **ACTION ITEM:** Rita to follow up with resident. Resident will be responsible for the expense.
  - b. Resident request to remove and trim trees on common area: The board discussed the resident’s request and it was discovered the site where the two trees are located is private property. The directors reviewed the CC&Rs; it’s written if the homeowner does not want to pay for the tree removal the HOA will complete the work and invoice the property owner. **ACTION ITEM:** President Mahoney will review the site and talk to Roberto to trim the two trees on common area. He will also follow up with the property’s owner.
  - c. Resident’s Complaint about unattended water by gardeners: Resident expressed her concern at the annual meeting that she has witnessed the gardener use her water hose and let the water run unattended. President Mahoney expressed that when residents have a concern to just talk to Roberto. **ACTION ITEM:** Kathy will talk to Roberto regarding the complaint.
  - d. Unauthorized Decoration on the common area: President Mahoney started a discussion with the board regarding a complaint he received regarding the seasonal decorations in the common area including the entrances at the gate. Even though it’s a nice gesture, it could cause some damage to the area. The board would like for residents to not encroach into common area by placing lawn decorations. J made a motion to protect the HOA’s ongoing financial investments in the common areas, including gate entrances, shall not be decorated without expressed approval of the board. Joan seconded motion. Motion approved by the board.
4. **Treasurers Report**
  - a. Bank Account Balances: General Account: \$14,133.78; WWTP ACCOUNT: \$9,830.36; RESERVE ACCOUNT: \$422,726.63. Kathy updated the directors about the accounts and continues to stay in contact with Lelanne’s office to make sure the expenses are coming out of the correct accounts.

- b. Review Accounts in Arrears: Kathy updated the board about an account that has been in arrears since June. The previous owner did not include the due payment at the time of closing. Kathy wasn't sure the new owners are responsible for the outstanding amount. After reviewing the CC&Rs, the new owners will need to pay the June dues. A letter needs to be sent out. **ACTION ITEM:** *Kathy will work with Rita on a letter to the new owners.*
- c. Court Judgement on property owner: Kathy updated the board about the discussion she has had with Brenda at Lelanne's office regarding a call she received from the property owner's financial person asking if a payment plan could be arranged. Kathy recommended that Attorney Bailey contact the financial person, since there is a court judgement against them already. **ACTION ITEM:** *Kathy to contact Attorney Bailey and forward statements.*

#### 5. Epicenter Communications

- a. Letters: Past due letters need to go out to residents reaching the threshold of small courts claim status. **ACTION ITEM:** *Rita to review the report from Lelanne's office and mail letters.*
- b. Dropbox: No update.
- c. Website: President Mahoney would have liked to have all residents checked their email addresses at the Annual Meeting. **ACTION ITEM:** *Rita to make sure all residents' emails are updated.*

#### 6. Committee Reports

- a. Architectural Committee:
  - 1. Pending applications to install steps on a home on Riverside: President Mahoney informed the board that after meeting with the homeowner, Michael suggested he resubmit an application with the appropriate measurements and smaller plans. A new application has not been received. The board discussed the status of approved applications that are not completed. The board would like to set a protocol. The directors agreed that a completion date should be added to the application. The directors agreed each application will have 6 months to complete the requested project. After the 6 months period the homeowner must resubmit the application. J made a motion to agree that all architectural applications have a 6-month completion date with a renewable process after the 6 months. All agreed, motion approved.
- d. Landscape:
  - 1. Water spigot install outside the main gate: President Mahoney informed the board the water spigot has been installed but in the process of installing the spigot an irrigation leak was discovered. Roberto was going to fix it. Kathy informed the board that repairs for the leak were the last quote Roberto sent to Rita. Rita sent out via email and it was approved to repair.
  - 2. The Main Gate RIE sign: President Mahoney shared with the board the status of the RIE sign along Hwy 190. Brady replaced any water damaged wood and repainted the sign. He will also repaint the frame before the sign is installed.
- c. Social Committee:
  - 1. Annual Meeting- Social aspects: President Mahoney thought it would be a good idea to include the social committee in the preparation of the Annual Meeting. Maybe it could be more of a social event. The board agreed with the idea. Maybe include more appetizers next year.

**7. Real Estate**

- a. Properties listed for sale are the same as of January. Joan informed the board that she thinks new tenants have moved into the house on the corner of Greene Dr. and Riverside Dr. **ACTION ITEM:** Rita to investigate and find out if new tenants have moved in.

**8. Pool**

- a. No Discussion. All is well at the pool. The hours will change in May.

**9. Wastewater Treatment group**

- a. For all now all is well at the Plant. Kathy said invoices for general maintenance will be coming in soon.

**10. Gate Group**

- a. New signs throughout the community: New Yelp and reflector signs have been installed at the gates. The reflectors were placed in the direction the gate opens (smart idea). The new street signs and the Neighborhood Watch signs were also installed, and both look good. The directors shared that the new guest parking signs seems to be helping. There have been less cars parking there overnight.

**11. Tributary Newsletter**

- a. Announcement(s): Editor shared with the board she is trying to keep the Tributary short and funny yet very informative. This month she will include information about the annual meeting, the safety and security committees.

**12. Old Business**

- a. Annual Meeting follow up: The directors discussed the Annual Meeting, and the overall censes is that it was a very good and informative meeting. The Sheriff's presentation provided the members with a lot of helpful tips to be vigilant and how to report suspicious activities. Being a nosey neighbor is a good thing. **ACTION ITEM:** Rita to email residents the Sheriff's phone numbers. The only negative comment was the noise from the bar, it made it hard for some residents to hear the presentations. Directors will have two microphones next year. A date for 2021 Annual Meeting has been set: the Annual Meeting will be February 21, 2021.
- b. Status of ad hoc Task Force on Safety & Security: President Mahoney made an announcement at the Annual Meeting that volunteers were needed to serve in the committee. J Rigler will chair the committee. The following residents volunteered to serve in the committee: Jean Bailey, Romy, Marty McCormick and Gail Rigler. **ACTION ITEM:** Rita to email J the contact information of the committee's volunteers.

**13. New Business**

- a. Waiting for Vollmer's proposal to repair road cracks in the community: President Mahoney shared with the board that he has talked to Vollmer about a proposal to repair the cracks throughout the community. The repair will fix the large cracks. The work will be done once we get the quotes. Kathy S. suggested the board get a second quote. **ACTION ITEM:** Kathy will reach out FOX to get a quote.
- b. Set next regular board meeting: Tuesday, February 11, 2020.

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