



Minutes – Board of Director’s Meeting

2 PM – Tuesday, March 10, 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 Dana Branch, Epicenter Mgmt: Rita Franco, Tributary editor: Kathy Mahoney, and resident Frank and Pat Piper, Kathy Maxwell and Shirley Wells.
2. Review Minutes from February 11, 2020 board meeting. Minutes were reviewed by all directors. Joan moved to approve the minutes from the February’s meeting and J seconded. The minutes from February’s meeting were accepted. February’s action items were not reviewed.
3. Selection of 2020 Officers of the Board of Directors (Bylaws – Article 9.2): Discussion of what role each director would take. After the positions were assigned Kathy S. thought it would be a good idea to email Brenda at LaLanne’s a list of the directors with contact information. **ACTION ITEM: Rita to follow with Brenda.** The Directors also thought it would be a good idea to get a pamphlet that outlines the positions. Kathy S. thought it was from the ECHO magazine. **ACTION ITEM: Kathy S. will follow up with the ECHO magazine to get pamphlets and add and remove directors.** Here are the 2020 Board of Directors:

President: Michael Mahoney

Vice President: Joan Huffaker

Treasurer: Kathy Slechta

Secretary: J Rigler

Member at Large: Dana Branch

4. **Hearing – Homeowners**
 - a. Application to remove Oak Tree and Installation of fence on Piper’s Property: Mr. and Mrs. Piper were present to discuss their request to have the oak tree removed. Mr. Piper explained to the board that the reason for the tree removal is for medical reasons. He shared with the board he has severe asthma and the pollen from the tree makes it very difficult for him to breathe. President Mahoney explained the replacement will be an enhancement of the landscape. All directors agreed and will get back to Mr. Piper with recommendations. The Board will consult with Roberto. **ACTION ITEM: Michael will follow with Roberto and follow up with recommendations.** Mr. Piper informed the board that he has already installed a fence in the back yard. He acknowledged he mistakenly installed the fence without approval and asked that the fence be approved at this time. He assured the board that the fence is constructed of the required black steel tube material and is less than the maximum height and is in compliance with the HOA requirements. The installation of the fence has been approved with stipulations and cost of at \$1,500.
 - b. Application to build a new home: Kathy Maxwell showed the directors the plans for the home she will be building in the coming months. She will follow up with any changes regarding the application.

- c. Application for new property owner on Greene Dr.: Rita explained to the directors that Ronda Hauk, the new property owner at 32673 Greene Dr. has reached out about installing a fence in the backyard. Rita has emailed her the application. Rita will email the directors once received.
- d. Revisit problem of members' picking up after their dogs: Discussion- It appears that the residents continue to not pick up after their dogs. J shared his thoughts that it could be a wild animal like a coyote. Directors agreed to have something added in the Tributary to remind residents to be responsible and pick up after their dogs but in the meantime, they will keep an eye on it.
- e. Debris and other items on Lot 32, PH II: The Directors discussed the letter President Mahoney had sent to the homeowner about removing some dead trees on Greene Dr. The homeowners had not contacted our office. As stated in the bylaws, the HOA could request the work to be done and could invoice the property owner. **ACTION ITEM:** *Rita to follow up with the homeowners.*
- f. 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.*
- g. Unauthorized tree removal on Riverside Dr: Discussion about what tree damage that happened on a property on Riverside Dr. The damage was virtual removal of several trees along the river bank. This work was illegal and the Fish and Wildlife will be notified. The board agreed to let the appropriate officials take care of the unauthorized tree removal. The board would like to send the property owner a letter letting them know a fine may be added due failure to follow the rules set by the HOA. **ACTION ITEM:** *Joan to draft a letter to send to the property owner.*

5. Treasurers Report

- a. Bank Account Balances: General Account: \$4,439.16; WWTP ACCOUNT: \$10,740.40; RESERVE ACCOUNT: \$424,224.74. Kathy shared with the directors that the delinquent accounts are affecting the general account. There is less money going into the account for general expenses. She shared some bills with the directors. Some bills are still high and should have decreased because of the season. For example: the Pool electric bill is the same as in the summer. **ACTION ITEM:** *Rita to follow up with Cornerstone to make sure the pump is operating on the winter schedule and not the summer.*
- 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 dues payment at the time of closing. Kathy shared with the directors that the title company will contact the previous owner.
- c. Review Delinquent Accounts: Kathy would like for the residents close to reaching the \$1000 threshold be contacted again to make aware of their past due months. **ACTION ITEM:** *Rita to review past due accounts and follow up with a letters.*

6. Epicenter Communication

- a. Letters: A list of non-compliance residents was provided to Rita **ACTION ITEM:** *Rita to mail letters.*

- b. Dropbox: No update.
- c. Website: Meeting.

7. Committee Reports

a. Ad hoc Committee on Safety & Security

1. Status report: The committee chair J.Rigler reported to the board that the committee met and has come up with some ideas. One idea is creating a Welcome Packet for new residents may help boost the image of the community and give new residents a helpful resource. The board informed J that a packet already exists. **ACTION ITEM:** Rita to email welcome packet to J. He also thought that we should include a letter or break down of what the HOA fees pay.

b. Architectural Committee:

- 1. New Application: Kathy Maxwell: For Discussion See 4b. Hearing – Homeowner
- 2. Pending applications follow up- **ACTION ITEM:** Rita to follow up with homeowners regarding applications. Also add the 6 month deadline on all applications.

1. **32937 Riverside Dr:** To install step in front of house: Rita shared with the board that a new application with drawings has been submitted. The directors still need more information and the application is on hold until HOA fees are current.

2. **32608 Irish Lane:** Request to install non-permanent privacy screen: Directors approved since it's not a permanent installation.

3. **32449 River Island Lane:** Approved tree removal: Tree stump has not been removed. Rita to follow up.

4. **32500 River Island Lane:** Proposed landscape modification, Rita updated the board that the homeowner was sending in an updated application, but also on hold until HOA fees are current. Rita to follow up.

5. **32693 Greene Dr.:** Proposed Landscape modification. Have trees been planted? Rita to follow up

6. **32608 Montgomery Dr.:** Remove Tree and Repair Concrete: Tree removal has not been done. Rita to follow up.

c. Landscape:

- 1. Irrigation stuck on at Main Gate: Roberto has fixed the issue.
- 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.

d. Social Committee:

- 1. Status Report: No report. Kathy S. shared with the board that Priscilla and Sayoko will plan the pool party for May. They will come to next month's board meeting. President Mahoney noted that committee assignments require annual reinstating - it would be good to reach out to Priscilla and Sayoko to chair the social committee. **ACTION ITEM:** Mike will reach out to Priscilla and Sayoko.

8. Real Estate

- a. Status Report: Several properties have sold. Kathy S. reminded Rita to make sure they get the Welcome packet and a new gate code.
- b. Lot 34 PH II is no longer listed on the main resident list. **ACTION ITEM:** Rita to follow up and correct the error.

9. Pool

- a. For Discussion. See 5a. Treasurers Report.

10. Wastewater Treatment group

- a. Status Report: Discussion about invoices that came in. All ok at the WWTP.

11. Gate Group

- a. Status Report: All is ok.

12. Tributary Newsletter

- a. Announcement(s): Editor to add a reminder to pay your dues and pick up after your dog.

13. Old Business

- a. Erosion on Lots 34 & 35 PH II – into road at east of Greene Dr. cul-de-sac area: President Mahoney will work with Jack to install wattle rolls to help erosion with the flooding from the rain.

14. New Business

- a. Vollmer's proposal due to repair road cracks in the community: President Mahoney shared with the board the proposal he received from a vendor Vollmer Recommended, they recommended Fox Asphalt to do the proposed work and vendor submitted a price. The board reviewed the proposal. Joan H. moved to approve the proposal from FOX to repair the streets, Kathy seconded. Proposal approved.

- b. Set next regular board meeting: Tuesday, April 14, 2020.

15. Adjournment: Joan moved to adjourn meeting; J seconded. Meeting was adjourned at 4:35 pm.

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