



Minutes – Board of Director’s Meeting

2 PM – Tuesday, May 14, 2020, ☼ Zoom Video Conference

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 Piper.
2. Hearing – Homeowners
 - a. F.Piper’s follow up on tree removal request: Mr. Piper reached out to the directors to let them know he has reviewed his neighbor’s letter objecting to his request to remove the tree. President Mahoney explained to Mr. Piper the association’s stand in this matter. The association contacted an attorney to seek advice. The attorney suggested that Mr. Piper work it out with his neighbor. If a property survey needs to be conducted, they should do it. The association decided to remove themselves from the discussion to protect the association. Mr. Piper agreed and decided to seek legal advice of his own.
 - b. Application Review for Resident S. Wise: Mr. Wise submitted a request to replace the garage door. The directors discussed the request and reviewed the selected garage door. No problem with the request. Directors approved Mr. Wise’s request.
 - c. C. Freeland Fence Project: The directors discussed the fence that was installed without an application being submitted. Directors also discussed the type of fence that was installed, it is not within the CC&Rs. The hog wire that is currently installed was also discussed and determined not to be allowed based the CC&Rs. Dana moved to have the new gate and hog wire removed and replaced with the black wrought iron fence; Joan seconded. Discussion, J suggested finding a solution and have property lines defined. Kathy S. removed herself from the voting and discussion. President Mahoney suggested J draft a letter to C. Freeman. **ACTION ITEM:** J to write a letter to C. Freeman.
3. Review Minutes from April 12, 2020 board meeting. Minutes were reviewed by all directors. Joan moved to approve the minutes from the April’s meeting and Kathy seconded. The minutes from April’s meeting were accepted. April’s action items were reviewed. All action items were completed with the expectation of one item, it’s pending and being carried over to this month.
4. New Business
 - a. Updated RIE COVID-19 response
 - i. RIE Common area use, RICC golf course: The directors discussed to put some guidelines in place before the pool re-opens. We need to notify all residents of the restrictions set by the Tulare County Health and Human services. Kathy S. suggested to have Rita contact Cornerstone to make sure they are testing the chemical levels in the water and make sure readings are being recorded in the log. **ACTION ITEM:** Rita to reach out to Cornerstone regarding the levels and seek information about public pool and the COVID-19.
 - ii. Contract staff schedule & availability (Epicenter, Silva Landscape, others): Rita continues to work from home. No other contract staff’s schedules have changed.

iii. General Calendar Schedule and Future Outlook: Everything on hold until restrictions are lifted.

- b. Additional Road Repairs – review quotes: Discussion- Directors reviewed the quotes they have received so far to continue with the road repairs still needed and review which areas will be done first. Kathy S. has been monitoring the reserve account to make sure the expenses stay within budget. \$16,000 has been spent so far. A year ago, Del Oro had caused some damaged to the road to repair a pipe. They should be responsible for some portion of the road repair. It was decided that Montgomery and Greene Dr. need to be repaired first. Dana made a motion to do the road repair on Montgomery and Greene Dr. first and to send a letter to Del Oro to discuss the road damage. Joan seconded; motion passed. **ACTION ITEM:** *President Mahoney to draft a letter to Del Oro to address the road damages.*

5. Treasurers Report

- a. Bank Account Balances: General Account: \$3,078.45; WWTP ACCOUNT: \$10,304.87; RESERVE ACCOUNT: \$427,362.88. Kathy reported on the status of each account.
- b. Review Accounts in Arrears: The General account continues to be affected by delinquent accounts. The same residents continue to be in arrears and pool privileges will be suspended. **ACTION ITEM:** *Rita to deactivate pool code and let the residents know.*
- c. Hacking event: The incident was quickly discovered and resolved immediately.

6. Epicenter Communication

- a. Letters: Continue to go out as needed
- b. Dropbox: No update.
- c. Website: No update.
- d. Bulletin Boards: No update.
- e. Directors' HOA email address: All directors have been issued a RIEHOA email address and that is the email that should be used for HOA business. **ACTION ITEM:** *Rita to update the contact list and place in the bulletin board.*

7. Committee Reports

- a. Ad hoc Committee on Safety & Security: J shared with the directors that the committee has not met since the COVID pandemic started. Kathy did update the board on the status of the neighborhood watch decals, she already ordered them and when they arrive, she will give to Rita to keep and hand out to residents. President Mahoney suggested an email blast be sent out; if they want one to contact Rita. **ACTION ITEMS:** *Rita to send out email blast regarding the decals.*
- b. Architectural Committee:
1. K. Maxwell submitted tile samples for the roof. Discussion. The board approved the tile selected. **ACTION ITEM:** *President Mahoney will follow up with K. Maxwell to let her know her tile selection was approved.*
- c. Landscape:
1. Phase III weed abatement by Vollmer: Vollmer completed some weed clearing, but they might be more to get done. The weed clearing will continue as needed.
 2. Expect irrigation issues: One of the valves in the main gate was not working but Roberto has taken care of it.
- d. Social Committee:
1. Postpone May activity: Due to the COVID all social events have been postponed until further notice.

8. Real Estate

- a. Status Report: Two new properties have been added to the market, for sale.
- b. Follow up on LOT 34: Kathy updated the board on LOT 34. It had fallen off the real estate list. Rita had hidden the row but dues are still being collected on the lot.

9. Pool

- a. Pool to remain closed: Since the County is starting to lift some restrictions, the directors discussed a plan on how to re-open the pool and follow the COVID guidelines. It was decided that an email blast be send letting residents know the board is putting in place some guidelines and will re-open pool when the County says its ok to do so. There has been lots of different information about when pools could be re-open. **ACTION ITEM:** *Joan will contact the County to get information regarding opening pools.* Kathy suggested we reach out to the cleaning company to get some cleaning supplies such as disinfecting spray and hand sanitizer. **ACTION ITEM:** *Rita to contact Nellie with Building Maintenance and ask for cleaning supplies.* **ACTION ITEM:** *Rita to send out email blast regarding plan to re-open the pool.*

10. Wastewater Treatment group

- a. Significant computer challenges: Kathy shared with board that a lot of part for equipment keeps getting replaced. The vendor continues to invoice late and some item are constantly being repaired. Discussion. President Mahoney recommended that a committee be designated to review invoices and maybe start thinking if we need to get a new vendor.

11. Gate Group

- a. Status Report: Board discussed the gate reports; all looks good.

12. Tributary Newsletter

- a. Announcement(s): Pool re-opening and Neighborhood watch decals.

13. Next Board Meeting:

- a. Next regular board meeting: Tuesday, June 9, 2020.

14. Adjournment: Joan moved to adjourn meeting; Dana seconded. Meeting was adjourned at 4:20pm

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