



### Minutes - Board of Director's Meeting

2 PM – Tuesday, February 9, 2021 ☀ LOCATION – ZOOM VIDEO CONFERENCE

1. Meeting was called to order at 2:00pm. Directors – Michael Mahoney, Joan Huffaker, Kathy Slechta, J Rigler, Dana Branch, Epicenter Management, Rita Franco and Tributary Editor, Kathy Mahoney.  
Residents: Joanie Stone and Michael Martinez
2. Hearing – Homeowners
  - a. Noncompliant exterior paint on 2 residences- Property Owner has not registered and has not followed up on the complaint letter that was sent. Owners have already moved into the community. Property owner has not made contact with HOA. Resident is parking on the street, which has been hampering other traffic thru area.
    - i. **ACTION ITEM:** Rita to contact and deactivate the gate code for Hornsby Construction.
    - ii. **ACTION ITEM:** Rita to send non-compliant letter to the present resident.
    - iii. **ACTION ITEM:** Dana to send contact information for the property owner.
    - iv. **ACTION ITEM:** Directors to reach out to the owners.
    - v. **ACTION ITEM:** Change the exterior paint and the garage door color.
  - b. 32442 River Island Ln. – proposed backup generator location. Discussion. Request has been approved.
  - c. 32558 Greene Dr – property lines determination request by resident for possible landscape treatment. Directors waiting on application.
  - d. Richard's Property: Trees. Property lines.
3. Review Minutes & Action Items from January 12, 2021 Board Meeting. J moved to approve the minutes. Joan 2<sup>nd</sup>, January minutes approved. Rita reviewed the action items. One action item is still pending.
  - i. **ACTION ITEM:** Trash enclosure needed at 32605 Montgomery DR - J to reach out to resident and discuss the violation and the consequences of possibly incurring additional fines.
4. New Business
  - a. 2021 Annual Meeting – Review Agenda; review proxies – Discussion. No proxies have been received. Review proxies from people with multiple properties. A total of 23 more proxies might be required, depending on Multiple owners. ZOOM meeting is a concern with owners unable to join in a Zoom meeting. Some residents might not have capabilities to attend. Record meeting and send to residents to view after the fact. Important proxies are needed. Board members may need to reach out to residents to get the proxy forms.
    - i. **ACTION ITEM:** Rita to do resident list for the Annual Meeting.
    - ii. **ACTION ITEM:** Directors to pick up extra Proxy forms from Rita. They will reach out to residents to get their proxies.
  - b. 2021 Election of Board – President Mahoney will not continue his presidency after this term. Three board members' terms are up as of the Annual Meeting; each of those members who do not wish to continue serving on the board need to declare their intention not to remain on the board (board members whose terms are ending and who wish to continue to serve do not need to provide an application); new applicants for board membership are solicited and declared by Feb 15, 2021, if any, to allow the HOA to organize election procedures (according to our Bylaws nominations may still be taken from the floor during the Annual Meeting, but it is unlikely); if available board

positions can be filled by all qualified applicants and members wishing to continue to serve on the board – no additional election process is needed, if there are more than 3 individuals wishing to fill the available vacancies a Secret Ballot Election process must take place; the secret ballot election will ensue within one week following the Annual Meeting Joanie Stone would like to get involved in a committee.

- i. **ACTION ITEM:** Rita review the bylaws regarding election.
- ii. **ACTION ITEM:** Rita to send out an email blast about the application deadline and reminder about the proxies and annual meeting. Deadline for Board member applications is, Monday, February 15<sup>th</sup>.

#### 5. Old Business

- a. Discussion of Judgement against delinquent dues and Sheriff's Auction – Discussion and update regarding the delinquent account. Attorney Bailey suggested a board member to reach out to the property owner and discuss the accounts that are in arrears.
  - i. **ACTION ITEM:** Kathy to email Pryor's contact information to the Rita and Board.
- b. Discussion of WWTP Focus Group – Committee to keep track of the invoice and to discuss issues. Guy Huffaker and Mikael Martinez are willing to get involved with the WWTP services and issues.
  - i. **ACTION ITEM:** President Mahoney to reach out to Michael Martinez and Guy Huffaker to officially pull the committee together. Reach out by Thurs, Feb 11<sup>th</sup>

#### 6. Treasurer's report:

- a. Discussion on HOA statements: Statements for February are late. The Board had ordered Coupon books and the order had not been sent out. Coupon books on order for March statements.
  - i. **ACTION ITEM:** Rita to send out email blast. Statements are late but will be received within the next few days. No late fee will be assessed during this transitional period.

**GENERAL ACCT - Suncrest \$456.00; Heritage \$23,479.90 WWTP ACCT - Suncrest \$496.03 RESERVE ACCT – Suncrest \$210,534.24; Heritage \$200,020.55**

- b. Notes from Community Financials - Financial reports will be available later in the month. Monthly board meeting might need to be rescheduled later in the month so we can have the financial reports.

#### 7. Epicenter Communications

- a. All good on my end.
  - i. **ACTION ITEM:** Rita to send out Letters to the following residents:
    - Riverside Dr.- Trash cans need to be put away.
    - Riverside Dr.- Trump Flag down.
    - Irish Lane - Joan to contact property owner. The house needs some TLC

#### 8. Committee Reports

- a. Architectural committee - NO REPORT
- b. Landscape committee - NO REPORT
- c. Social committee - NO REPORT

#### 9. Real Estate

- a. New residents: Rita has meet with both new property owners. They now have their gate codes and governing documents.

#### 10. Pool

- a. Irrigation valve replacement in pool common area; Status update.
- b. Caulking project on Pool Deck
  - i. **ACTION ITEM:** Kathy to reach out to Bob Reyna to ask about the project.
  - ii. **ACTION ITEM:** Joan and Dana to get the pool furniture.
  - ii. **ACTION ITEM:** Rita to give them the number pool furniture contact.

11. Wastewater Treatment Plant

- a. Leach field/12<sup>th</sup> Fairway challenges; Status update.

12. Gates

- a. Lighting issues at the Main Gate: Kathy updated the board about the lighting problem. It is all fixed.
  - i. **ACTION ITEM:** Rita to create a list of all electricians, gate vendor and Jack McArthur and send out to all directors in case of an emergency.
  - ii. **ACTION ITEM:** Rita to contact Jack regarding to clean the gate area. Gate panels need to be cleaned & light bulbs cleaned and/or replaced.

13. Tributary – Proxies forms, Annual Meeting via ZOOM, Candidate application deadline 2/15<sup>th</sup>, reminder to continue to put trash away, the bear is still in the community.

14. Set next regular board meeting March 09, 2021 via ZOOM.

15. Joan moved to adjourn the meeting; Kathy seconded. Meeting adjourned at 3:45pm