



## Minutes - Board of Director's Meeting

2 PM – Wednesday, May 26, 2021 📍 LOCATION – 31910 Country Club Dr.

1. Call meeting to order at 2:03pm. J. Rigler, M. Martinez, K. Slechta, O. Mansfield, D. Branch; Epicenter Management R. Franco, Homeowner – Kathy Mahoney and Via Zoom Homeowner- Joanie Stone.
2. Hearing – Homeowners
  - a. Riverside Dr.: Reviewed architectural application – install a wrought iron fence. More information is needed. **ACTION ITEM: Rita to reach out to property owner.**
  - b. Montgomery Dr & Greene Dr.: Non-compliance: **ACTION ITEM: J to talk with realtor regarding violation.** Request for reimbursement for repair to sprinklers; request approval needed first. **ACTION ITEM: J to talk to realtor and discuss items.**
3. Review Minutes & Action Items from April 28, 2021 Board of Directors Meeting. O. Mansfield made a motion to approve the May minutes; K. Slechta seconded. Minutes were approved. **ACTION ITEM: Rita to email minutes and post on website and bulletin boards.**
4. New Business
  - a. Pool Problems – Trash: Discussion on how to keep trespassers out and residents to clean after themselves.
    - i. Maintenance Contracts: Discussion- **ACTION ITEM: Oma to review contract with contractor.**
    - ii. Pool Security: Camera are needed to monitor activity at the pool. **ACTION ITEM: Michael M. to research wifi providers, get quotes and type of service available.**
    - iii. Pool Lighting: Lights need to be set on a timer.
  - b. Street Seal Coating Project: Project begins on Monday, May 31<sup>st</sup>. Residents need to be informed every day. **ACTION ITEM: Rita to send out email blast and post flyer community. ACTION ITEM: Dana will help Rita hand out flyer. ACTION ITEM: Kathy to put flyers in guest parking.**
5. Old Business
  - a. Road Repair Project – First Phase went well. Seal Coating starts on Monday, May 31<sup>st</sup>. **ACTION ITEM: Kathy and J to contact Terry (RICC) to inform him of the road repair project.**
6. Treasurer's report
  - a. Notes from Community Financials: K. Slechta updated the board on the accounts.
7. Epicenter Communications
  - a. Letters sent/received – No Discussion; b. Dropbox function- Dropbox c. Website- **ACTION ITEM: Rita to fix director's email in the website;** d. Bulletin Boards- No Discussion
8. Committee Reports
  - a. Architectural committee
    1. Revisions to existing Architectural Application – Kathy Mahoney shared suggested revisions with the board. Directors to review revisions and make changes to the application.
    2. New Build on Greene Drive: Directors reviewed the application to build. **ACTION ITEM: Rita to contact Jose Herrera to inform that AC unit can not go on the roof.**
    3. Complaints on Properties:

- a. Greene Dr. – Update. **ACTION ITEM: Rita to send out a letter regarding the complaint.**
- b. Landscape committee
  - 1. Review and Concerns – Discussion on letter received about watering common area. Resident would like to get reimbursed. **ACTION ITEM: Kathy to talk with Roberto to determine if the resident's meter is watering the common area.**
- c. Social committee
  - 1. Chairperson: **ACTION ITEM: J to check with resident regarding social committee.**
- 9. Real Estate
  - a. New Residents
  - b. Properties for sale: No report.
- 10. Pool
  - a. Pool Reservation Request: Cleaning deposit. Add information to application and website
  - b. Pool Maintenance Contract: Make sure filter is running and cleaned when they come out to service the pool.
- 11. Wastewater Treatment Plant
  - a. Update: WWTP Focus Group – **ACTION ITEM: Michael M. to draft email for Water Dynamics regarding repairs. Effective July 1<sup>st</sup> before and after photos are needed for repairs and new equipment installed.**
  - b. WWTP Tour: Discussion.
  - c. Security Cameras. Discussion.
- 12. Gates
  - a. Security Cameras – Are needed for security purposes.
- 13. Tributary – New editor Joanie Stone will send over for review.
- 14. Set next regular board meeting June 30, 2021
- 15. Adjourn – Dana moved to adjourn meeting; Kathy seconded. Meeting adjourned at 4:54pm.