



### FINAL Minutes – Board of Director's Meeting

3PM – Tuesday, November 23, 2021, ☀ 31910 Country Club Dr. ☀ Via ZOOM

1. Called meeting to order at 3:08pm. Meeting conduct via ZOOM and in person. Presented in person were K. Slechta, O. Mansfield, D. Branch, Epicenter Management R. Franco, and Homeowner Horace Wells. Via Zoom: M. Martinez, Homeowners- Michael and Kathy Mahoney, Joanie Stone, and Central Waterworks: Daniel Robarge.
2. Hearing – Homeowners
  - a. Request for redistribution of irrigation system- Discussion. Silva Landscape to complete the project.
  - b. Common Area and Exclusive Use: Discussion on what the CC&Rs state about exclusive use. Kathy Mahoney will research and follow up with the directors.
  - c. New WWTP Contractors: Introduction with Daniel Robarge of Central Waterworks. Contractor provided an update on the plant's condition and will run reports to see if there are any violations. **ACTION ITEM: K. Slechta to continue to work with contractor for a smooth transition.**
3. Review Minutes & Action Items from October 27, 2021, Board of Directors Meeting. K. Slechta made a motion to approve the October's minutes; O. Mansfield seconded.
4. New Business
  - a. Xmas Golf-Cart Parade: December 5, 2021 – Horace Wells provided an update on the plans for the parade. **ACTION ITEM: K. Slechta to talk to RICC to see if the club can be used for Santa Claus. ACTION ITEM: Rita to schedule HOLD OPEN the West Gate.**
  - b. HOLD OPEN Main Gate on Thanksgiving Day. **ACTION ITEM: Rita to schedule HOLD OPEN the Main Gate.**
5. Old Business
  - a. Xmas Golf Cart Parade – December 5, 2021 – See 4. New Business
  - b. Tree Trimming Project – M. Mahoney share the Tree Trimming report. Work is scheduled for the second week of December. **ACTION ITEM: Rita to follow with some homeowners regarding trimming recommendations.**
  - c. Annual Meeting Packets – Email to homeowners by November 30<sup>th</sup>.
    - i. Board of Directors Positions – Two positions are up for term; Member at large and Secretary.
6. Treasurer's Report
  - a. Accounts Review - Discussion
    - i. GENERAL ACCOUNT; ii: RESERVE ACCOUNT:
  - b. Notes from Community Financials - Discussion
  - c. Notes from Treasurer- Process for Budget 2022/Contract Review - Discussion
  - d. Reserve Study Projects for 2022 – Discussion
7. Epicenter Communications

- a. Letters sent/received; b. Dropbox function; c. Website; d. Bulletin Boards
8. Committee Reports
- a. Architectural Committee
    - i. New Build: 32735 Greene Dr. – Discussion on what the next steps are.
    - ii. New Build: 32543 Greene Dr. – Discussion. No follow up from lot owner.  
**ACTION ITEM: Rita to follow up regarding expired application.**
    - iii. Updated Application – New application with changes needs to be added to the website.
    - iv. Application: 32654 Greene Dr. – **ACTION ITEM: Rita to follow up with letter with Director's decision.**
  - b. Landscape Committee
    - i. 2022 Contract – Discussion. There is a 5% increase for next year. Directors approved the new contract for 2022.
  - c. Social Committee
    - i. Halloween Event: Recap – J. Stone provided a recap of the event.
9. Real Estate
- a. New residents
  - b. Properties for sale: 32920 Riverside Dr.; 32591 Greene Dr.
10. Pool
- a. 2022 Contract – Review New Contract – Discussion. New Contract shows a monthly increase for 2022. M. Martinez meet with potential new vendor. List of items that current vendor has neglected. **ACTION ITEM: M. Martinez to follow up with new vendor to see if interested in servicing the pool.**
  - b. 2022 Cleaning Services Contract – 2020 contract needs to be revised. **ACTION ITEM: Oma to review contract with Jack.**
11. Wastewater Treatment Plant
- a. WWTP New Contractor: See 2. Hearing (c)
12. Gates
- a. Reports – No Discussion
  - b. Cameras: Pool and WWTP – System credentials to be forwarded to Rita and all directors.
13. Tributary – Xmas Golf Card Parade, Safety, Annual Meeting save the date.
14. Set next regular board meeting December 22, 2021, 3PM. In person and ZOOM.
15. Adjourn – O. Mansfield made a motion to adjourn meeting; D. Branch seconded. Meeting adjourned at 4:57pm